

Fee Refund Policy

(A) Long-term Courses (M.Tech/ M.Sc./ PGD/ PGD-GI)

If a student chooses to withdraw from the programme of study in which he/she is enrolled, following five-tier system for the refund of fees remitted by the student is recommended.

S.No.	Percentage of Refund of fees*	Point of time when notice of withdrawal of admission is received by IIRS
(1)	100%**	15 days or more before the formally-notified last date of admission
(2)	90%	Less than 15 days before the formally- notified last date of admission
(3)	80%	15 days or less after the formally-notified last date of admission
(4)	50%	30 days or less, but more than 15 days, after formally-notified last date of admission
(5)	Nil	More than 30 days after formally-notified last date of admission
* Annual fee of IIRS		

Note:

1. In case of (1) ** in the table above, IIRS shall deduct an amount of 5% of annual fee subject to maximum of Rs.5000/-
2. In case of M.Tech. programme, the University Fee shall not be refunded once the list of admitted students/fee has been sent/remitted to the University(currently Andhra University) by IIRS.
3. In case of M.Sc.& PG Diploma programme in Geoinformatics under the IIRS-ITC JEP, ITC fee will be refunded as per fee policy of ITC/University of Twente, The Netherlands.

(B) Short-term Courses up to 02 weeks duration

If a student/trainee chooses to withdraw from the course the tuition fee will be forfeited.

(C) Short-term Courses of more than 02 weeks and up to 12 weeks

S.No.	Percentage of refund of fees*	Point of time when notice of withdrawal of admission is received by IIRS
(1)	50%	15 days or more before the formally-notified date of commencement of course
(2)	NIL	Less than 15 days before the formally-notified date of commencement of course or after the commencement of course
*Tuition fee component charged by IIRS		

Note: The above table will not be applicable for customized courses designed as per the user demand/requirement, and will be dealt separately on case to case basis.

(D) Fee Refund in Case of Conversion of Programme of Study.

No fee will be refunded in case of switch-over or conversion from one program of study to another (e.g. M.Tech.to PG Diploma, M.Sc. to PG Diploma, etc.).

By Order