



Government of Goa

DIRECTORATE OF HIGHER EDUCATION

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CIRCULAR

**Subject: Compliance with UGC Guidelines for Fee Refund in the Context of
NEET Admissions – Academic Year 2025–26.**

All **Government, Aided, and Unaided Colleges** under the administrative purview of the **Directorate of Higher Education (DHE), Goa**, are hereby directed to take note of the ongoing **NEET admission process**, which is currently underway for the academic year 2025–26.

In consideration of overlapping admission rounds and the need to provide flexibility to students, **all the colleges are instructed to continue following the UGC fee refund policy as per the previous year's circular 2024-25, until further notice.** This measure is to ensure that students are not adversely affected while choosing their preferred academic programs.

Refund Policy to be Followed (As per Previous UGC Circular):

1. Full Refund of Fees (with ₹1000 deduction as processing charges):

- All students who **cancel their admission or migrate** to other institutions **on or before 30th September 2025** shall be eligible for a **100% refund of fees**, excluding a **processing fee of ₹1000**.
- This applies irrespective of any earlier prospectus guidelines, notifications, or college-specific policies.

2. Refund with ₹1000 Deduction Up to 31st October 2025:

- Students cancelling their admission between **1st October and 31st October 2025** shall also be eligible for a refund **after deducting ₹1000 as processing charges**.

3. Beyond 31st October 2025:

- Colleges shall apply refund policy as per the guidelines issued by Goa University previous years, provided it is in accordance with UGC regulations.

Student Grievance Redressal Compliance:

Colleges are also reminded of the provisions under the **UGC (Redressal of Grievances of Students) Regulations, 2023**, which clearly state that:

"Delay in or denial of the refund of fees due to a student who withdraws admission within the time mentioned in the prospectus, subject to guidelines issued by the commission from time to time," shall be considered a valid student grievance.

Non-compliance with these directives may result in necessary action as deemed appropriate by the Directorate and/or the affiliating university.

Instructions for Implementation:

- All colleges are directed to prominently display this refund policy on their **websites and admission portals**.
- Students must be clearly informed about the refund timelines and processing deductions during the admission process.


(Bhushan Savoikar)

Director of Higher Education

Copy to,

1. All Government Colleges & Aided Colleges.