

## Programme Fee, Other Expenses and Refund Policy

Duly filled Application forms may be submitted along with the Application Processing Fee of ₹ 2,000/-\* only. This fee entitles the applicant to appear for the Entrance Exam (iMET) and Personal Interview. It also gives the student an access to the sample papers for preparation.

The detailed Fee Structure for the Programmes is as below:

	First Year	Second Year	Third Year
<b>Fee payable to ISBF</b>			
Admission Fee (one-time non-refundable)	₹ 20,000		
<b>Tuition Fee</b>			
First Instalment	₹ 1,65,000	₹ 1,65,000	₹ 1,65,000
Second Instalment	₹ 1,25,000	₹ 1,25,000	₹ 1,25,000
Student Activities' Fund	₹ 3,000	₹ 3,000	₹ 3,000
<b>Total</b>	<b>₹ 3,13,000</b>	<b>₹ 2,93,000</b>	<b>₹ 2,93,000</b>
Service Tax <sup>#</sup> (14.50%)	₹ 45,385	₹ 42,485	₹ 42,485
Security Deposit (one-time refundable)	₹ 10,000		
<b>Grand Total</b>	<b>₹ 3,68,385</b>	<b>₹ 3,35,485</b>	<b>₹ 3,35,485</b>
<b>Fee payable to University of London (approx.)</b>			
		<i>in GBP (UK Pounds)</i>	
Registration Fee	£745	£370	£370
Examination Fee	£625	£880	£880
<b>Grand Total</b>	<b>£1,370</b>	<b>£1,250</b>	<b>£1,250</b>

\*With effect from September 1<sup>st</sup> 2015, the ISBF undergraduate application fee has been revised to ₹ 2,000/-.

The ISBF undergraduate application fee is subject to change as per the Management's discretion.

<sup>#</sup>Service tax rate is subject to change as per Government policy.

- The security deposit is refundable after the completion of the programme or when the student leaves the programme for any reason. (after adjustment of all pending dues and damages, if any)
- In January, an additional ₹ 2,730 per unit is payable to the British Council as administrative charges for conducting the annual examinations.
- The Student Activities' Fund is made available to the Students for any extra-curricular activities, student societies and college festivals. This fund is jointly audited by the student council and the ISBF management.

### IMPORTANT

- Payments to ISBF are to be made through a Demand Draft in favour of "Teamwork Education Foundation", payable at New Delhi.
- Payments to the University of London are to be made online through Credit Card in GBP (UK Pounds).
- Payments to the British Council are to be made through Demand Draft drawn in favour of "British Council Division", payable at New Delhi.
- The University of London, ISBF and the British Council reserve the right to amend previously announced fees, if necessary.

## **Refund Policy**

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1. Please note, all students with a valid offer of admission who have submitted their First Fee Installment (₹ 2,25,260) in full, can withdraw their admission by submitting a written application/email requesting for withdrawal and refund of fees on or before 6th of July, 2016.
  2. Withdrawal application deadlines are based upon the receipt date of withdrawal application letter/email by the institute (Not based on sent date/dispatch date by the applicant).
  3. No refund request will be entertained after 6th of July, 2016, under any circumstances whatsoever.
  4. In the case of withdrawal, only the one - time non - refundable fee of ₹ 20,000/- will be deducted and the balance will be paid back in full to the applicant.
  5. The processing of any refund request will take a minimum of 4 weeks from the date of receipt of refund request in email/hard copy.
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