

RAHIM MEDICAL INSTITUTE AND ALLIED HEALTH SCIENCES

Fee Refund Policy for Ultrasound Students

1. Purpose of the Policy

This Fee Refund Policy has been developed to provide clear, transparent, and fair guidelines regarding the refund of fees for students enrolled in Ultrasound Diploma or Certificate programs. The policy aims to protect the rights of students while ensuring the financial stability and administrative integrity of the institute. It outlines the circumstances under which a refund may be granted, the percentage of fees refundable, and the procedure to be followed for refund claims.

This policy applies to all ultrasound students enrolled in academic, clinical, or internship components of the various programs.

2. Scope of the Policy

This policy covers:

- Admission fees
- Tuition fees
- Registration fees
- Others departments and practical fees
- Clinical training and internship fees
- Examination and assessment fees
- The policy applies from the date of admission confirmation until the completion or termination of the course.

3. General Principles

1. All fee refunds are subject to written application by the student or their legal guardian.
2. Refunds are processed only after verification of records and approval by the competent authority.
3. Fees once paid are generally non-transferable and non-adjustable against other courses or students.
4. Refunds, if approved, will be made through official banking channels or cheque only.

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5. No cash refunds shall be entertained.

4. Categories of Fees

4.1 Non-Refundable Fees

The following fees are strictly non-refundable under any circumstances:

- ❖ Admission fee
- ❖ Registration fee
- ❖ Prospectus fee
- ❖ Enrollment processing charges
- ❖ Examination and assessment fees
- ❖ Uniform, ID card, and study material costs (once issued)



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FEE STRUCTURE: Students will be obedient to pay for Admission fee, Examination Fee, all tuition fees for each Semester (06 Month) and 03 months certification. All PPEs & uniforms (Overall, Stationary, books, Academic Activities) are not included in the Tuition fee. After Submission of Admission form **Admission fee shall not be refundable in any case.** A detailed fee and charges associated with the 03Months, 06 Months courses is included in the catalog. Fee retained is calculated as shown below;

Fee Structure for three Months Certificate

TUITION FEE	ADMISSION FEE	EXAMINATION FEE	PER Month INSTALMENT	Total Fee
28000	5000	2000		35000/-

Fee Structure for Six Months PG Ultrasound Diploma

TUITION FEE	ADMISSION FEE	EXAMINATION FEE	PER Month INSTALMENT	Total Fee
55000	5000	5000		65000/-

Fee Refund Policy

The Fee shall be refundable as per Student Fee Policy.

Fee Component	Deadline	Amount of Fee Refund
Admission Fee	At the time of Admission	Non Refundable
Security Fee	Fully Refundable	100%
Ultrasound Clinical Training, Tuition Fee,	Before the commencement of the classes	100%
	From date of admission to fifteen(15), days after the commencement of the classes	50%
	More than fifteen (15) days after the commencement of the classes	Non-Refundable
Examination Fee	2000	100%

I _____ S/D/O _____ read all the above instructions regarding of fee refund policy and admission and I am agreed with cited statement.

Student Signature _____ Guardian Signature _____

CNIC/Form B _____ CNIC _____

Remarks of Chairman Admission Committee _____ Dated _____

Director Finance _____ Dated _____