



MGM INSTITUTE'S UNIVERSITY DEPARTMENT OF PROSTHETICS & ORTHOTICS
(A constituent unit of MGM INSTITUTE OF HEALTH SCIENCES, NAVI MUMBAI)
(Deemed to be University u/s 3 of UGC Act, 1956)

Grade 'A++' Accredited by NAAC
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Date: 23/06/2023

MGM/IUDPO/2023/06/ 581

To,
The Registrar,
MGM Institute of Health Sciences,
Kamothe, Navi Mumbai.

Sub: Request for approval of revised cancellation policy for the Academic Year 2023-24 for BPO program at MGMIHS.

Respected sir,

Please find attached the revised cancellation policy for the Academic Year 2023-24 for BPO program at MGMIHS. Request you to go through it and if found appropriate, kindly approve the same so that it can be uploaded on the MGMIUDPO website.

Tentative dates of admission cancellation and Applicable Charges:

Sr. No.	Point of time when notice of cancellation of admission is received.	Percentage of refund of fees.*
1.	Up to 31 st July 2023	100% refund of Tuition Fees*
2.	01/08/2023 to 15/08/2023	50% refund of Tuition Fees*
3.	16/08/2023 onwards	1. No refunds. 2. Full fees of the entire duration of the program will be liable to be paid by the student.

*an amount not more than 5% of the first year tuition fees, subject to maximum of Rs 5,000/- as processing charges will be deducted from the refundable amount.

Thanking you in anticipation.

Yours truly,

Dr. Uttara Deshmukh (P&O)
Associate Professor and I/C Principal
MGM Institute's University Department of Prosthetics and Orthotics,
Sector- 1, Kamothe,

Dr. Uttara Deshmukh (P & O),
H. O. D. In-Charge,
MGM Institute's University Department
of Prosthetics and Orthotics,
Kamothe, Navi Mumbai.

MGM Institute Of Health Sciences
INWARD NO. 6233
DATE: 23/06/2023
REF: At