



Social Communications Media Department – Fee Structure and Refund Rules 2016_17

Fee Structure

1. The total amount of fees for the 2016 -17 academic session is **Rs 1,75,500/-** and includes:
 - a. Tuition Fee, Admission Fee, Exam Fee, Studio, Equipment, Library & Training Material, Annual Exhibition, Utility & Maintenance Fee, Development Fees, ID Cards, Student Activity Fee (Rs 1,51,500/-)
 - b. Refundable deposit amount (Rs. 4000/-)
 - c. Study tour (Rs. 20,000/-)
2. Fees are to be paid in the form of a demand draft drawn in the name of “Sophia SCM Account 1”.

Rules for Refund of Fees

1. All requests for refunds will be processed only after 31st July 2016.
2. Students will have to cancel/ withdraw their admission in writing. The original fee receipt and ID card, if issued, must be attached with the application for refund.
3. **The course commences on 20th June, 2016.**
4. The refund policy followed by SCMSophia is as per the University of Mumbai guidelines, as follows:

	Period of Withdrawal	Amount of Deduction
1.	Prior to commencement of course	Rs.500/-
2.	Up to 20 days after the commencement of course	20% of the total amount of fees*
3.	From 21 st day up to 50 days after commencement of the course	30% of the total amount of fees*
4.	From 51 st day up to 80 days after the commencement of the course or August 31 st whichever is earlier	50% of the total amount of fees**
5.	From September 1 st to 30 th September	60% of the total amount of fees**
6.	After 30 th September	100% of the total amount of fees**

Note:

Fees collected for admission, ID card and student activity fees will not be refunded after the commencement of the term.

*Refundable deposit amount of Rs. 4000/- and tour amount of Rs. 20,000 will be refunded fully.

** Refundable deposit amount of Rs. 4000/- will be refunded fully. Tour amount will be refunded as per the tour operator’s refund policy.