

Fee Payment Terms & Conditions

This policy outlines the terms and conditions for the payment of tuition and other academic-related fees by students enrolled at AIMS Institutes (Acharya Institute of Management & Sciences / AIMS PU College / AIMS Evening College / AIMS Centre for Advanced Research Centre). It aims to ensure transparency, accountability, and timely collection of dues.

1. Fee Payment Deadline

- All fees must be paid by the specified due date, which is mentioned in the academic calendar / communicated to your email address and WhatsApp number provided at the time of admission to the institution.
- Students are expected to ensure that the fee payment is made in full by the deadline to avoid any late payment penalties.

2. Payment Schedule

- Application Fee during the admission application process.
- Registration Fee along with confirmation of the admission offer letter.
- **Installment Options:**
 - **Semester-based:** 100% semester fee within 30 days of semester commencement date.
 - **Monthly Installments (if approved):** A separate approval has to be obtained from the Finance Head, followed by the Principal and requires a signed agreement with the finance office.

3. Accepted Modes of Payment

- Payments can be made via the following methods:
 - Bank transfer (NEFT/RTGS).
 - Demand Draft.
 - Cash (only at the institution's accounts office).

4. Late Payment Charges

- A late payment fee of **₹ 100 per day** will be applicable if the fee is not paid on or before the due date.
- After **15 days** of the due date, the late payment fee will increase to **₹ 150 per day**.
- If the fees remain unpaid for more than **30 days**, the student's access to classes, exams, and other campus facilities may be suspended until the full payment, including the late fees, is cleared. The college will not be responsible for the attendance shortage due to non-payment of fees.

5. Education Loans

- If the student has applied for an education loan, then he / she should submit:
 - Details of the application and the bank to which applied.
 - Parent / Guardian and Student undertaking letter stating that if the loan is not processed within a period of two (2) months, then the Parent / Guardian and Student will be responsible to pay the fee within the stipulated date & time. Late payment fee is applicable post the stipulated date for payment.

6. Fee Refund Policy

- **Before the commencement of classes:** Full refund of the paid fees, except for administrative charges of ₹ 5,000/-.
- **Withdrawal within 15 days of commencement of classes:** Refund of 50% of the tuition fees, provided the student submits a written request before 15 days of commencement of classes.
- **No refund** will be provided after 15 days of commencement of classes.

7. Fee Adjustments

- In case of any error in fee calculation or adjustments, the college reserves the right to adjust the fee and notify the student accordingly.

8. Defaulter Consequences

- Students who have not paid until the end of academic semester will be marked as defaulters and late payment charges as listed above will be applicable.
- Defaulters will be required to clear the outstanding fees along with late payment charges before rejoining.
- In case of re-admission, the applicable fee would be ₹ 20,000/- which needs to be paid along with the Application Form fee after the payment of the semester fees. For students who have already paid the semester fee, only a re-admission fee of ₹ 20,000 will be applicable. The semester fee will be applicable only to those who have not made the payment previously.

9. Scholarships and Fee Concessions

- If a student has applied for a scholarship or fee concession, the respective percentage will be applied on the total / semester fees once the committee approves the application. The full fee must be paid first, and the scholarship / concession will be adjusted accordingly. In case the student has paid the fee already, the fee will be adjusted as per the scholarship awarded.
- Any student who does not submit necessary documents to claim the scholarship on time will not be eligible for any refund related to the scholarship amount.

10. Bank Charges

- In the event of any failed or bounced payments, the student will have to bear the applicable charges by the bank.

11. Fee Structure Changes

- The college reserves the right to revise the fee structure from year to year. Any changes will be communicated well in advance, and students will be given time to make necessary adjustments.

12. Contact for Payment Issues

- For any issues related to fee payment, students can contact the **Accounts / Finance Office** or email finance@theaims.ac.in.

13. Communication

- All fee-related notifications will be sent via official email / communicated through SMS or WhatsApp using the numbers provided at the time of admission / posted on the notice boards in the college premises.
- Students are responsible for tracking due dates and ensuring timely compliance.

14. Other Terms & Conditions

- Application fee is non-refundable.
- Examination fee as notified by Bangalore University must be paid extra.
- Students will receive complimentary uniform & stationery in the 1st year only.

15. Contact Information

Finance & Accounts Department (AIMS Institutes)

Email: finance@theaims.ac.in

Phone: +91-(0)80-28390433/34

Office Hours: Monday to Friday, 10:00 AM to 5:00 PM on working days.

Parent / Guardian Details & Signature

Name: Dr./Mr./Ms./Mrs.

Email Address:

Contact Number:

WhatsApp Number:

Signature & Date:

Student Details & Signature

Name: Mr./Ms.

Email Address:

Contact Number:

WhatsApp Number:

Signature & Date:

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