

National Defence University, Islamabad

Request for Fee Refund

I have been admitted in **BS/ BS (Bridging)/ MS /MPhil / PhD** in the department of _____ during Fall/ Spring _____ admissions. I have paid the Full fee vide Challan No: _____ dated: _____ (attached copy of paid fee Challan).

It is kindly requested to Refund my Admission/ Registration fee and issue the cross Cheque in the favour of _____ CNIC: _____

Reasons: _____

Name: _____ Admission Form No: **NDU-** _____ - _____

Student Signatures: _____

Parent/Guardian Signatures: _____

Dated: _____

Attachment:

- Copy of Paid Fee Challan ☐
- Copy of CNIC ☐

For Official Use Only:

Receipt Date at Admission Office with Stamp: _____

Forwarded to Fin Branch: _____

Fee Refund Policy

Timeline	Percentage of Fee
Upto 10 th day of commencement of classes	100% Fee Refund (less Admission Charges)
Upto 15th day of commencement of classes	80% Fee Refund (less Admission Charges)
Upto 20th day of commencement of classes	60% Fee Refund (less Admission Charges)
Upto 30th day of commencement of classes	50 % Fee Refund (less Admission Charges)
31st day onwards of commencement of classes	No Refund