

Fee Refund Policy-EMBA Program

Deferment Policy

- In case a student applies for deferment before the commencement of classes then the Tuition fee and Registration fee will either be refundable or transferable to the year of joining (maximum up to two years). The student will be required to pay any differential amount in case of a revision in the fee.
- In case the student deposited fee prior to the commencement of the upcoming term/ semester, will be adjusted in next year's fee. Adjustment of due for students deferring in the middle of the term will not be carried forward to the next year. The Security will be refunded subject to clearance of all University dues.
- No refunds will be applicable except the Security in case a student does not join the EMBA Programme. Refund of security is subject to the final clearance of all outstanding university dues.

Separation/ Suspension Refund Policy

- If a student is separated/suspended from the programme by the University for Academic Reasons and has deposited the dues for the next payment, all such dues deposited will be refunded.
- If a student is separated/ suspended from the programme because of disciplinary reasons or reasons other than academic, the dues deposited by him/ her for the current payment will not be refunded. However, if for some reason, decision is delayed till the next payment and the student pays the dues for the next payment, such dues will be refunded.

Withdrawal from the Programme:

- In case a student finds it necessary to withdraw from the Programme after the commencement of classes, (s)he must inform LUMS PCO SDSB office in writing.
- Upon approval the following refund policy will apply:

Fee Component	Date of receiving application	Amount of Fee Refund
Semester Registration & Reading Material	Before the commencement of classes	100%
	After the commencement of classes	Non Refundable
Admission Security (Refundable)	Within One year from the date of graduation / withdrawal / separation / completion of Academic tenure (i.e. four years)	100%
	After One year from the date of graduation / withdrawal / separation / completion of Academic tenure	50%
	After two years from the date of graduation / withdrawal / separation / completion of Academic tenure	Non Refundable
Tuition Fee Fall / Spring Semester	Before the commencement of classes	100%
	Up to first seven (7) days of the commencement of classes	100%
	From eight (8) - fifteen (15) days after the commencement of classes	50%
	More than 15 fifteen (15) days after the commencement of classes	Non Refundable
Advance Tax	Collected under section 236 I of the Income Tax Ordinance 2001	Non Refundable

- The University reserves the right to change its policies and fee structure at any time.
- Amount will be refunded within two weeks of refund application as per fee refund policy.
- In case of any query regarding fee; please contact us at accountsreceivable@lums.edu.pk