

GOVT. OF NATIONAL CAPITAL TERRITORY OF DELHI  
D I R E C T O R A T E O F E D U C A T I O N  
(ACT - I BRANCH)  
OLD SECTT: DELHI-54

NO.DE.15/Act-I/Fee Refund/2014/24690-95 Dated:- 01/07/14

ORDER

Sub: **Refund of fee and other Charges by Unaided Recognized schools.**

As per existing order dated 11-02-2011 on the subject, if any parent(s) or guardian(s) choose to withdraw the child from the school within one month from the date of admission, the school may retain the Registration-fee/charges, Admission fee and the Tuition fee for one month only and shall refund the entire amount of fees or other charges within 15 days of the request made by parent(s) or guardians(s) to the school under proper receipt.

In view of the prolonged litigation in the Hon'ble Courts, this year admission process started late in private unaided recognized schools of GNCT of Delhi in academic session 2014-15.

Various complaints are being received by the Department regarding non refund of fees and other charges by unaided recognized schools in cases of cancellation/withdrawal of admission on account of subsequent selection of child in the school of their preference, as more than one month time has lapsed during the process.

Accordingly, for the current academic year 2014-15, it has been decided that if any parent(s) or guardian(s) choose to withdraw the child from the school within two months from the date of admission, the school may retain the Registration-fee/charges, Admission fee and the Tuition fee for two months only and shall refund the entire amount of fees or other charges within 15 days of the request made by parent(s) or guardians(s) to the school under proper receipt.

All the unaided recognized schools are hereby directed to comply with the above directions.

This issues with the approval of Competent Authority.



(DR. MADHU RANI TEOTIA), IAS  
ADDL. DIRECTOR OF EDUCATION (ACT-I)

Management of all the  
Recognized Unaided Schools of Delhi.

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Copy to the:-

1. P.S. to Pr. Secretary (Education), Dte. of Edn., GNCT of Delhi.
2. P.S. to Director (Education), Dte. of Edn., GNCT of Delhi.
3. P.A. to Addl. DE (Act-I), Dte. of Edn., GNCT of Delhi.
4. All RDEs/DDEs/EOs/DEOs, Dte. of Education, GNCT of Delhi.
5. OS (IT) with the direction to upload this order on the official web-site.
6. Guard file.



(P. LATA TARA)  
ASSTT. DIRECTOR OF EDN. (ACT-I)