

FEE DOCUMENT

BBA (Bachelor of Business Administration)

(Full Time Under Graduate Program)

Duration: Three Years (Semester Based)

Part A: Fee Structure (INR) - Session (2022-23)

Particulars	I Year (2022-23)		II Year (2023-24)		III Year (2024-25)	
	1st Installment	2nd Installment	1st Installment	2nd Installment	1st Installment	2nd Installment
1. ALL INDIA CATEGORY (60% SEATS)						
Admission Fee (One Time, Non Refundable)	10,000	–	–	–	–	–
Tuition Fee	60,000	60,000	63,000	63,000	66,150	66,150
Academic Services Fee	13,000	3,000	12,000	3,000	18,000	3,000
Security Deposit (Refundable)	5000	–	–	–	–	–
Sub-Total	88,000	63,000	75,000	66,000	84,150	69,150
Total	1,51,000		1,41,000		1,53,300	

2. UTTARAKHAND STATE CATEGORY (40% SEATS)						
Admission Fee (One Time, Non Refundable)	10,000	–	–	–	–	–
Tuition Fee	44,400	44,400	46,620	46,620	48,951	48,951
Academic Services Fee	13,000	3,000	12,000	3,000	18,000	3,000
Security Deposit (Refundable)	5,000	–	–	–	–	–
Sub-Total	72,400	47,400	58,620	49,620	66,951	51,951
Total	1,19,800		1,08,240		1,18,902	

1. National Study Tour (Optional) with additional amount of Rs. 40,000 will be charged in 2nd Installment of first year fee.

2. International Study Tour (Optional) with an additional amount of Rs. 1,000,00 will be charged in 2nd Installment of first year fee.

Note:

1. A Student can only opt for either National Study Tour or International Study Tour.

2. For International Admissions (Other than SAARC Countries) one time admission fee of \$1000 will be charged at the time of admission.

Part B: Terms & Conditions

- The fee is charged annually and in advance. However, on request and for the convenience of the students, the University allows an option for making the fee payment in two installments (first in the month of June and the second, in November, irrespective of the date of result and starting date of trimester).
- The fee/deposits are payable through Online payment (Net-banking/Debit/Credit Card), Bank Demand Draft in favor of 'IMS UNISON UNIVERSITY', payable at Dehradun. Payment by cheque or cash shall not be accepted.
- A Uniform Imprest of Rs. 10,000/- shall be payable at the time of admission which includes 3 Trousers, 3 Shirts (full sleeves), 1 T-shirt, 1 Track Suit, 1 Tie, 1 Blazer, 1 Pullover and 1 Bag which shall be provided only once at the time of admission.
- All collections made by the University from the students under the name 'Fee' are not refundable under any circumstances, except as per terms and conditions mentioned in Part-D of this document. All collections made by University from the students under the name 'Deposits' are refundable subject to University rules. The security deposit will be refunded only when the student completes his / her entire Program from the University or withdraws from the University, and after adjusting dues, if any.

- In case, a student is required to repeat a year, the fee payable by the student shall correspond to the year to be repeated and will be as per the Fee Document, as applicable to the student, at the time of admission. For the subsequent years, if any, the student shall be required to pay the fee as per the Fee Document, as applicable at the time of admission, for the respective year(s).
- All matters relating to the fee/deposits are the prerogative of IMS Unison University and may be revised by the University without any prior notice. Applicability of all such changes shall be binding on all the students.
- All disputes arising out of or in connection with this are subject to the exclusive jurisdiction of Courts of Dehradun.

Part C: Fee Deposit Schedule & Late Fee Rules

Annual Fee is required to be paid at the time of admission and at the beginning of every academic year. The last date for payment of fee for new Admissions will be as mentioned in the respective Provisional Admission letter or before the commencement of the Program, whichever is earlier. In case the student has requested and is allowed for payment of the fee in installments, late fee rules would be applicable as mentioned below (from second installment onwards):

LATE FEE RULE	FIRST INSTALLMENT	SECOND INSTALLMENT
Last date for depositing fee	30th June	30th November
Late Fee Rs.500/- up to	15th July	15th December
Late Fee Rs.1,000/- up to	31st July	31st December

Names of students who fail to pay their Fee up to 31st July (1st Installment) or up to 31st December (2nd Installment) shall be struck-off the rolls of the University. They shall, on payment of fee dues, be required to apply for re-admission to the office of the Registrar and on approval, they shall be required to pay a re-admission fee of Rs. 10,000/-

The above rules shall be applicable even if partial fee is outstanding.

Part D: Admission Withdrawal & Fee Refund Policy

- All applications for Admission Withdrawal, Hostel or Transportation withdrawal shall be submitted, in the prescribed form, at the University Front Office.
- The following refund policy will apply ONLY if the student has properly filled-in and submitted the admission withdrawal form.
- In case the admission is cancelled due to non-payment of remaining fee by the due date mentioned in the respective Provisional Admission Letter or the student absents himself/ herself from the University without any intimation then the below policy for refund shall not be applicable and the whole amount deposited will be forfeited.
- Registration Fee of Rs. 1000/- and an Admission Fee of Rs. 10,000/- are non-refundable** under any circumstances whatsoever.
- The dates mentioned in this Policy will apply irrespective of the date of admission.
- The last date of admission is 31st July, 2022.**
- Refund Policy for Program Fees:** The applicable amount of deduction has been kept as per below table depending upon date of submission of application of withdrawal by the student.

DATES OF SUBMISSION OF WITHDRAWAL APPLICATION	DEDUCTION FROM AGGREGATE FEES
On or before 16th July, 2022	Rs. 5,000/- as Processing Charges
17th to 31st July, 2022	10% of Annual Fees
1st August, 2022 to 15th August, 2022	20% of Annual Fees
16th August, 2022 to 30th August, 2022	50% of Annual Fees
On or after 31st August, 2022	100% of Annual Fees

Note:

a. *Above refund policy is effective for Academic Session 2022-23.

b. Aggregate Fees for above purpose includes Annual Tuition Fees and Academic Services Fees for the Year.

c. The dates mentioned in this Policy will apply irrespective of the date of admission.

d. In case, deductible amount is more than the amount paid by the student against Annual fees, differential amount will be adjusted from any other amount paid by the student including security deposit.

- The amount refundable shall be calculated on the basis of date of submission of application for withdrawal. The refund shall be on a "first come first serve" basis. All refunds shall be calculated on the basis of Annual Academic fee i.e. including both instalments.
- Students who are expelled or whose names are struck-off the rolls of the University on account of non-submission of documents/not registering for the term within 30 days of registration date/non-payment of dues or any other reason shall not be entitled for any refund of fee. Only security deposit, after recovery of any dues, will be refunded.
- In case of a student seeking withdrawal from the Program of study after successful completion of one/more academic year(s), and **before** the date of registration, the Security deposit along with the fee for that year, if paid, shall be refunded, after adjustment of dues, if any. In case the application for withdrawal is submitted **after** the date of registration, only the Security deposit shall be refunded, after adjustment of annual fee payable for that year and dues, if any.
- In case of a student seeking withdrawal on account of not getting promoted to the next academic year, the Security deposit along with the advance fee for the subsequent year, if deposited, shall be refunded after adjustment of dues, if any.
- No interest is paid on refund of any fees/deposit.
- In case of any dispute, the decision of the Vice Chancellor, IMS Unison University would be final and binding.
- All disputes arising out of or in connection with this are subject to the exclusive jurisdiction of Courts of Dehradun.

Part E: Details of Value Added Programs

To enhance the professional skills and give them a global exposure, the University provides the option of a National and International Study Tour:

- a. **National Study Tour (Optional):** A National study tour is organized for the students which not only facilitates interface with the Industry but also provides the students with a cultural overview. These provide the students the opportunity of learning through travel, especially to places that they may not otherwise get to visit, an opportunity for close interaction with peers that students enjoy so much, and a chance for the Faculty to observe and interact with the student in a structure different from and more informal than the classroom. Besides visiting leading Industries, students visit various places of historical interest as well. An additional amount of Rs. 40,000/- (Rupees Forty Thousand) will be charged from the student in the second installment of the 1st Year.
- b. **International Study Tour (Optional):** An international study tour is designed to provide the students with a first-hand experience and engage the students in different training programs/ talks at a University of repute, visiting headquarters or prime facilities owned by several leading industrial brands, and undertaking a guided cultural and heritage exposure tour. An additional amount of Rs. 1, 00,000/- (Rupees One Lakh) will be charged from the student in the second installment of the 1st Year.

Part F: Scholarships Offered by the University - Academic Session 2022-23

A. FOR STUDENTS ADMITTED UNDER UTTARAKHAND CATEGORY

- Applicable for Permanent residents of Uttarakhand for whom 40% of the seats are reserved
- Applicable for all Programs
- Applicable for the complete duration of the Program.

CRITERIA	SCHOLARSHIP
Valid Uttarakhand Domicile Certificate at the time of admission	26 % of Tuition Fee

B-I FOR STUDENTS ADMITTED UNDER ALL INDIA CATEGORY

B. MERIT BASED SCHOLARSHIPS

- For students admitted in the year 2022 under All India Category in all UG & PG Programs
- Applicable for only First Year of the Program.

CRITERIA	SCHOLARSHIP
Aggregate marks of 95% and above in Class XII Board Examination/Graduation	100 % of Tuition Fee
Aggregate marks of 90% to less than 95 % in Class XII Board Examination/Graduation	90 % of Tuition Fee
Aggregate marks of 85% to less than 90% in Class XII Board Examination/Graduation	75 % of Tuition Fee
Aggregate marks of 80% to less than 85% in Class XII Board Examination/Graduation	50 % of Tuition Fee
Aggregate marks of 75% to less than 80% in Class XII Board Examination/Graduation	15 % of Tuition Fee
Aggregate marks of 60% to less than 75% in Class XII Board Examination/Graduation	10 % of Tuition Fee

- For computation of Graduation/Class XII marks, no rounding off shall be done.
- This scholarship shall not be given to a candidate having any backlog at the time of admission.
- Class XII marks shall exclude Physical Education/ Fine Arts/ Performing Arts/ Vocational/ Non-written subjects.
- Students having grades instead of marks in qualifying exam shall be required to submit an equivalence certificate from their Institution in the absence of which the University shall convert their grades into marks using its own rules.

C. SCHOLARSHIP FOR GIRL STUDENTS

- For students admitted in the year 2022 under All India Category in all UG & PG Programs
- Applicable for the complete duration of the Program.

CRITERIA	SCHOLARSHIP
Girl Candidates	10 % of Tuition Fee

D. SCHOLARSHIP FOR IUU ALUMNI

- For students admitted in the year 2022 under All India Category in all PG Programs
- Applicable for the complete duration of the Program.

CRITERIA	SCHOLARSHIP
Applicant has completed his/her UG Program at the IMS Unison University	10 % of Tuition Fee

E. SCHOLARSHIP FOR APPLICANTS FROM NE STATES, J&K, HIMALAYAN STATES & SAARC COUNTRIES

- For students of North East, Jammu & Kashmir, Himalayan States & SAARC Countries admitted in the year 2022 in all UG & PG Programs
- Applicable for the complete duration of the Program.

CRITERIA	SCHOLARSHIP
Proof of Domicile of NE States/J&K/Himalayan States OR Valid Passport in case of SAARC Countries	25 % of Tuition Fee

F. SCHOLARSHIP FOR WARDS OF MARTYRS (DEFENCE & CENTRAL ARMED POLICE FORCES*)

- For students admitted in the year 2022 under All India Category in all Programs
- Applicable for the complete duration of the Program.

CRITERIA	SCHOLARSHIP
Wards of Martyrs of Defence/CAPF Personnel	100 % of Tuition Fee

G. SCHOLARSHIP FOR WARDS OF DEFENCE & CENTRAL ARMED POLICE FORCES*

- For students admitted in the year 2022 under All India Category in all Programs
- Applicable for the complete duration of the Program.

CRITERIA	SCHOLARSHIP
Wards of Defence/CAPF Personnel (serving/retired)	25 % of Tuition Fee

H. SCHOLARSHIP FOR SERVING DEFENCE & CENTRAL ARMED POLICE FORCES* PERSONNEL

- For students admitted in the year 2022 under All India Category in all Programs
- Applicable for the complete duration of the Program.

CRITERIA	SCHOLARSHIP
Serving Officers - nominated through study leave	25 % of Tuition Fee

*Defence Services: Army, Navy & Air Force.

Central Armed Police Forces: Assam Rifles (AR)/Border Security Force (BSF)/Central Industrial Security Force (CISF)/Central Reserve Police Force (CRPF)/Indo Tibetan Border Police (ITBP)/National Security Guard (NSG)/Sashastra Seema Bal (SSB)

I. SPORTS QUOTA SCHOLARSHIP

- For students admitted in the year 2022 under All India Category in all UG & PG Programs.
- Applicable for the complete duration of the Program.
- The scholarship will be awarded to students who have won Gold/ Silver/ Bronze in the National and International Sports Competitions approved by Ministry of Youth Affairs and Sports / Sports Authority of India / Indian Olympic Association / National Federation of Concerned Games.

CRITERIA	SCHOLARSHIP
Sports Quota Scholarship	10 % of Tuition Fee

J. SPECIAL SCHOLARSHIP for wards of UNISON EDUCATION FOUNDATION (Applicable on both AI and UK Category)

- For students admitted in the year 2022 under All India Category and UK Category in all UG & PG Programs.
- Applicable for the complete duration of the Program.

CRITERIA	SCHOLARSHIP
Special Scholarship for Wards of Employees of Unison Education Foundation	50 % of Tuition Fee

K. MERIT BASED SCHOLARSHIPS AFTER FIRST YEAR OF THE PROGRAM (ALL UG & PG PROGRAMS)

- Applicable for all Students admitted in the year 2022 under All India Category only
- Based on CGPA achieved at the end of the previous year
- Applicable for one year only.

CRITERIA	SCHOLARSHIP
CGPA of 9.50 and above	90 % of Tuition Fee
CGPA of 9.00 to 9.49	50 % of Tuition Fee
CGPA of 8.50 to 8.99	25 % of Tuition Fee
CGPA of 8.00 to 8.49	10 % of Tuition Fee

- Scholarship shall not be awarded in the following cases:
 - Student failing in any paper
 - Shortage of attendance
 - Indulging in acts of indiscipline.
- Other terms & conditions as defined in Scholarship norms.

Scholarship Norms

- University scholarships are not matter of right and are granted under the sole prerogative of the University.
- A candidate shall be entitled to only one of the University scholarships based solely on fulfillment of eligibility.
- The scholarship shall be withdrawn in case a student violates any of the University rules, Ordinances and Policies for Students as laid down in the Admission Booklet. In such cases the student shall be liable to pay the scholarship amount to the University.
- Any student repeating the first year shall not be entitled to scholarship.
- In addition to the University scholarships mentioned above, a student may apply to the scholarship provided by the Social Welfare Department of their respective State. However, as such Scholarships are disbursed directly, there shall be no onus on the University to facilitate or liaison with the respective Department.
- The University reserves the right to alter/withdraw the scholarship without any explanation/notice.
- The decision of the Vice Chancellor on any matter relating to the University Scholarship policy shall be final and is not open to question.
- Scholarship seats are limited.
- Candidates eligible for Scholarships, as above, are required to submit application form to the Office of the Registrar with all relevant documents within the dates as announced by the University. In absence of relevant mark sheets, direct admission and scholarship application will not be considered.
- All disputes are subject to Dehradun jurisdiction.

Part G: Declaration (To be signed by the Candidate and Parents/Guardian)

I have carefully read and understood the terms and conditions mentioned in this fee document and agree to abide by them. I am also aware that any disputes arising out of or in connection with this Fee Document (Part A to Part F) are subject to the exclusive jurisdiction of Courts of Dehradun.

Signature of Candidate

Name_____

Date_____ Place_____

Signature of Parent / Guardian

Name_____

Date_____ Place_____