

THE NORTH-EASTERN HILL UNIVERSITY ORDINANCES

OF-1

ON FEES PAYABLE BY STUDENTS

Under Section 26 (1) (e) of the NEHU Act, 1973

Fees payable by Students

1. Students admitted to Courses of Studies in M.Phil, Ph.D., Master of Science, Master of Arts, Master of Commerce and Master of Library and Information Science shall pay the fees as specified below:-

Fees	M.Phil	Ph.D	M.Sc.	MA/M.Com/M.Lib
(1)	(2)	(3)	(4)	(5)
1. Tuition fee/ Research Supervision fee (Monthly)	100	150	75	75
2. Laboratory fee(monthly)	50	50	30	30
3. Registration fee	100	100	100	100*
4. Laboratory Caution Money (refundable)	500	600	400	300
5. Library fee (per semester)	50	50	30	30
6. Sports fee (annual)	40	40	40	40
7. Medical fee (annual)	100	100	100	100
8. Students Association fund(annual)	40	40	40	40
9. Students Aid fund (annual)	75	75	50	50
10. Admission fee	100	100	100	100
11. Library caution money(refundable)	400	500	300	200
12. Examination fee (per examination)				
a) Subjects having practicals	1200	1500	300	300
b) Subjects not having practicals	1000	1200	300	300
13. a) Identity Card(annual)	25	25	25	25
b) Re-issue of Identity Card	40	40	40	40

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14. Hostel fees:				
a) Room Fee	75	75	75	75
b) Caution Money	750	750	750	750
c) Hostel Application Form	10	10	10	10

**The same fees shall be applicable for Certificate and Diploma Courses.

Fees Type	Amount in Rs.
(1)	(2)

Under Graduate Courses

1. Examination fee	
a) Non-Professional	300
b) Professional	400
2. Exam. Fee for certain subjects(per paper)	
a) Non-Professional	75
b) Professional	100
3 Non-Collegiate fee	
a) Non-Professional	150
b) Professional	200
4. Practical Exam. Fee (per subject)	
a) Non-Professional	100
b) Professional	160
5. Registration	100
6. Registration(Duplicate)	
a) Non-Professional	150
b) Professional	150
7. Enrolment fee (Annual)	
a) Non-Professional	25
b) Professional	25
8. Fee for change of Examination Centre	
a) Non-Professional	150
b) Professional	150

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GENERAL FEES PAYABLE BY ALL CATEGORIES OF STUDENTS

	Items	Amount
1.	Convocation (in person)	Rs. 250/-
2.	Convocation (in absentia)	Rs. 200/-
3.	Mark Sheet (Original)	Rs. 100/-
4.	Mark Sheet (Duplicate)	Rs. 150/-
5.	Certificate (Original)	Rs. 200/-
6.	Certificate (Duplicate)	Rs. 300/-
7.	Rank Certificate	Rs.50/-
8.	Provisional Certificate	Rs. 50/-
9.	Re-Issue of mark sheets, etc Per Documents	Rs. 200/-
10.	Admit Card	Rs. 50/-
11.	Migration	Rs. 200/-
12.	Condonation of Migration	Rs. 100/-
13.	Re-evaluation (per paper)	Rs. 250/-
14.	Re-scrutiny (per paper)	Rs. 200/-
15.	Transcription (per course)	Rs. 300/-
16.	Application from for admission (Including Prospectus)	Rs. 100/-
17.	Other application form (eg. For Duplicate mark sheet, provisional Certificate, etc.)	Rs. 10/-

*If it is a mistake made by the University in the correction of mark-sheets and other documents the fee is not payable.

The following are the proposed Courses/Subjects which may be taken as Professional Courses.

1. Bachelor of Education (B.Ed.)
2. Bachelor of Law (LL.B)
3. B.Sc. Nursing
4. Bachelor of Business Administration (BBA)
5. Bachelor of Computer Application (BCA)
6. Bachelor of Engineering
7. Bachelor of Medicines

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8. Bachelor of Mass Communication and Video Production
9. Bachelor of Bio-Technology
10. Any other courses to be introduced as Professional Courses by the University.
11. NERIST Courses.

**Due Date &
Mode of
Payment**

2. i. Students shall deposit tuition fees –
 - a. For March, April & May at the time of Admission.
 - b. For June, July and August on or before the 10th June;
 - c. For September, October and November on or before 10th September; and
 - d. For December, January and February on or before the 10th December.
- ii. Annual fees shall be paid at the commencement of each academic year.
- iii. Fees shall be payable in cash or through Money Order or by a crossed Bank Draft or Indian Postal Order drawn in favour of the Finance Officer of the University.

**Delay or
Default
Payment**

3. i. If a student does not pay fees on time, a fine shall be levied as follows :
 - a. One rupee for the first ten days.
 - b. Two rupees for the next ten days.
 - c. Three rupees thereafter up to the last day of the month in which the fee is due.
- ii. The Vice-Chancellor, or on his behalf any other officer to whom this power has been delegated, may, on the recommendation of the Dean of the School concerned, relax any of the conditions for payment of fees in special cases provided the student concerned submits a written application setting forth the reasons for late payment of fees. Such applications should be submitted well ahead of the due dates so that a decision may be taken and communicated to the student concerned in time.
- iii. Name of the defaulters, which shall be put up on the Notice Board, shall be removed from the rolls of the University with effect from the first day of the following months.
- iv. A student whose name has been struck off the rolls of the University may be readmitted on the recommendation of the Dean of the School concerned and on payment of arrears of fees in full and other dues. He shall, in addition, pay a fresh Admission Fee.
- v. Whenever, a student proposes to withdraw from the University, he shall submit an application to the Dean of the School concerned through the Head of the Department intimating the date of his withdrawal. If he fails to do so, his name shall continue to be kept on the rolls of the University for a minimum period of one month following the month up to which he has paid fees. He shall also be required to pay all fees/ charges that may fall due during this period.

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**Fees Payable by
the University
Employees.**

- 4.** i. Employees of the University who join a course in the University, except for the Ph.D. degree, shall pay tuition fee, admission fee and enrolment fee.
- ii. University employees joining a course of research for the Ph.D. degree shall not be required to pay any fees except admission fee and enrolment fee.

Note: The provisions of this clause shall not apply to those employed by the University on an ad-hoc basis or on daily wages.

**Blind
Students
Exempted**

- 5.** Blind students shall be exempted from payment of all fees except the Caution Deposit.

**Concession
In Fee**

- 6.** i. The Dean of the School, on the recommendation of a Committee consisting of the following, shall grant free-ship up to the percentage which may be prescribed by the University Grants Commission in this regard.
- a. Dean – Chairman
- b. Three Heads of the Departments (by rotation) according to seniority for two years.
- c. Three students elected from amongst an electoral college consisting of one representative from each Department concerned elected by the students in the Department.
- ii. If the number of applicants for free-ship is more than the number of free-ships available, the Committee referred to in Clause 6.1 may recommend half free-ships to some of the applicants so that the total of free-ships does not exceed the prescribed percentage.
- iii. Applications for concession in fees shall be submitted on the prescribed form to the Dean of the School of Studies concerned through the Head of the Department by the 31st March or by such other date as may be specified by the Dean. Applications received after that date shall not ordinarily be entertained.
- iv. The following factors shall be taken into account while making recommendation on the applications of students for grant of free-ships:
- a. academic record of the students;
- b. his progress in studies in the case of renewal of free-ships;
- c. his financial position; and
- d. any other factor which shall also be recorded. The list of students to whom concessions have been awarded ordinarily shall be notified by the 30th September.
- v. Free-ships granted during the academic year shall not be renewed automatically in the following year. The students in need of such concession shall submit fresh applications every year which shall be considered along with the new applications in that year.

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- vi. A free-ship granted to a student may be cancelled if his conduct of progress in studies is found to be unsatisfactory or if his financial condition improves and he is no longer in need of fee concession.
- Refund of fees, Caution Deposit.**
7. i. If after having paid the fees, a candidate desires the admission to be cancelled, she/he shall be refunded all fees and deposits, subject to a maximum deduction of Rs.1000/- provided her/his application for withdrawal is received by the Registrar before the commencement of the academic session concerned.
- ii. Should a student leave after joining the course and if the seat consequently falling vacant has been filled out of the waitlisted candidates by the last date of admission, she/her shall be refunded all fees after appropriate deduction of monthly fees and proportionate hostel rent where applicable.
- iii. If a student owes any money to the University on account of any damage he may have caused to the University property, it shall be, along with outstanding tuition fee and fines, if any, deducted from the Caution Money due to him.

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1. Approved vide Ministry of Education, Government of India, letter no. F.10-41/75-Leg. Unit (UZ), of 11-8-76 Amendments approved vide E.C.Resolution No. EC:113:2003:3(xii), dated July 23, 2002.
2. Amended vide No:AC:79:2008:5:5:(viii)and No:EC:134:2008:5:5:(vi) and notified vide Notification No.Conf/13-5//ORD/99 (Vol.III)-263 dated 12 September, 2008 on increase of Identity Card Fee, Sport Fee and Student Association Fee under Ordinance OF-1.
3. Amended vide No:AC:79:2008:2:(iii)and No:EC:134:2008:5:1:(ii) under clause 7 and notified vide Notification No.Conf/13-5//ORD/99 (Vol.III)-263 dated 12 September, 2008.