

**ALL INDIA COUNCIL FOR TECHNICAL EDUCATION**

(A statutory Body of the Government of India)  
7<sup>th</sup> Floor, Chanderlok Building, Janpath, New Delhi-110  
001 Ph.011-23724151-57 Website: [www.aicte.ernet.in](http://www.aicte.ernet.in)

**Advt. No. AICTE/DPG/06(02)/2009**

**PUBLIC NOTICE**

**ATTENTION TO AICTE APPROVED TECHNICAL INSTITUTIONS, REGARDING MATTERS CONCERNING REFUND OF FEES, RETURN OF ORIGINAL CERTIFICATES AND OTHER STUDENTS RELATED ISSUES**

All India Council for Technical Education (AICTE) has been empowered inter alia under section 10(n) of AICTE Act to “take all necessary steps to prevent commercialization of technical education”. In compliance with the provisions under AICTE Act and in the light of directions of Govt. of India issued under section 20(1) of AICTE Act vide Letter No.(U.1 (A) Section), it has been decided to issue instructions to the AICTE approved Technical Institutions, in the matters concerning students.

Whereas it has come to the notice of the AICTE that AICTE approved Technical Institutions are admitting students to technical education programmes long before the actual starting of an academic session; collecting full fee from the admitted students: and, retaining their school institution’s leaving certificates in original:

And whereas, Institutions are also reportedly confiscating the fee paid if a student fails to join by such dates.

And Whereas, certificates in original are being detained by institutions to force retention of admitted students:

And, whereas the time limit for students to join the courses/programmes is also being advanced in some cases unrealistically so as to pre-empt students/candidates from exercising other options of joining other institutions of their choice.

In the event of a student/candidate withdrawing before the starting of the courses, the wait listed candidates should be given admission against the vacant seat. The entire fee collected from the student, after a deduction of the processing fee of not more than Rs.1000/- (Rupees on thousand only, shall be refunded and returned by the Institution to the student/candidate withdrawing from the programme. It would not be permissible for Institutions to retain the School Institution Leaving Certificates in original. Should a student leave after joining the course and if the seat consequently falling vacant has been filled by another candidate by the last date of admission, the Institution must return the fee collected with proportionate deductions of monthly fee and proportionate hostel rent, wherever applicable.

Any violation of instructions issue by the AICTE, shall call for punitive action including withdrawal of approval and recognition of erring institutions. AICTE shall on its own or on receipt of specific complaints from those affected shall take all such steps as may be necessary to enforce these directions.

Aggrieved parents/students are advised to contact/communication in this regard to:

- (1) The Regional Officer, AICTE – CRO, Tagore Hostel 2, Shamlia Hills, Bhopal-462 002 (Ph.No.0755-2660061 & 2660065 (Fax No.0755-2660062). (For Madhya Pradesh and Gujarat only).
- (2) The Regional Officer, AICTE-ERO, LB Block Sector-III, College of Leather Technology Campus, Salt Lake City, Kolkata-700 091 (Ph.No.033-23357459, 23352445, 23353089 & 23357312 (Fax No.033-23359546 and 23356690). (For Andaman & Nicobar, Assam, Manipur, Mizoram, Nagaland, Tripura, Arunachal Pradesh, Meghalaya, Sikkim, Orissa, Jharkhand and West Bengal only).
- (3) The Regional Officer, AICTE-NRO, Govt. Polytechnic Campus, Adjoining Directorate of Tech. Edu. Office, Vikas Nagar, Zoo Road, Kanpur-208 024 (Ph.No.0512-2585012, 2585014 & 2585018 (Fax No.0512-2582180) (For Bihar, Uttar Pradesh and Uttaranchal only)
- (4) The Regional Officer, AICTE-NWRO, Plot No.1310, Sector 42-B, Chandigarh-160 036 (Ph.No.0172-2613326 & 2661201 (Fax No.0172-2660179) (for Chandigarh, Haryana, Jammu & Kashmir, New Delhi, Punjab, Rajasthan and Himachal Pradesh only).
- (5) The Regional Officer, AICTE –SRO, Shastri Bhawan, 26 Haddows Road, Chennai-600 006 (Ph. No.044-28279998, 28275650, & 28232754 (Fax No.044-28255863) (For Tamil Nadu and Pondicherry only)
- (6) The Regional Officer, AICTE, SWRO, Health Centre Building, Bangalore University Campus, Bangalore-560 009 (Ph. No.080-22205979, 22205919 & 22208407 (Fax. No. 080-22253232). (For Karnataka, Lakshadweep and Kerala Only).
- (7) The Regional Officer, AICTE-WRO, 2<sup>nd</sup> Floor, Industrial Assurance Building V.N. road, Opp. Churchgate Rly. Station, Churchgate, Mumbai-400 020 (Ph.022-22855412 & 22821093 (Fax No. 022-22851551). (For Goa, Maharashtra, Daman & Diu only)
- (8) The Regional Officer, AICTE-SCRO, First Floor, Old Bicard Building, Jawaharlal Nehru Technological University, Massab Tank, Hyderabad-500 076 (Ph. No. 040-23340113, 23341036 & 23345071 (Fax No.040-23340113). (Andhra Pradesh and Chhattisgarh Only).

**Member Secretary**

