

## **Refund Policy**

## **Statement of Policy**

The refund policy outlines several important information regarding the course fees, payment procedures, and refunds.

## **To Whom The Policy Applies**

The policy applies to all the students of East Bridge University.

## **Policy and Procedures**

**Non-Refundable Fee** - On completing the application procedure, the student will be expected to pay a non-refundable admission course fee. The fee already paid is non-refundable and won't be refunded for personal reasons like health/medical problems, family problems, or any other individual problems. The cost is refundable only if the course is discontinued for some reason by East Bridge University. If the student cannot complete the course for any particular reason, the course fee paid will not be refunded.

**Balance / Installment Fee Payment** - If you fail to pay the installment fees within the given due date, the University provides another 15 days as a grace period to pay the balance fee, and the amount payable would be the Balance Fee + Penalty fee applicable. Once the 15-day grace period is over, the course will be discontinued, and the student will need to take fresh admission by paying the full course fee.

**Cancellation of Registration** - East Bridge University prohibits cancellation of registration, unless under exceptional circumstances. The payment is essentially non-refundable and EBU's decision is considered final.

**Payment** - Whenever a student is making any payment, it is essential to certify that all payments are being made from personal funds owned by the student. In the case of a third-party transaction, the student needs to state that he/she is given the authorisation to act on behalf of the third party. Also, the student needs to understand that he/she is solely responsible for any damages, bank fees, credit card fees, or penalties that may be associated with the unauthorised use, credit or bank account information transfer or disclosure (e.g., charges related with frozen funds, disputes, reversals, refunds, legal expenses, court fees, or any applicable penalties).

**President** 

**East Bridge University** 

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