

## FEE POLICY

### 1. Fee Structure:

Details on course wise fee payment, payment methods and necessary timelines will be communicated along with the admission offer. In order to secure his/her seat at Tata IIS the candidate must pay an admission confirmation fee. Training certificates will be awarded to trainees who have completed all course requirements including clearing of all dues.

Tata IIS is committed to making high-quality skilling accessible to all aspirants, irrespective of their financial background. Current Course fee and admission confirmation fees is listed in the table below:

Course Name	Course Fees	Admission Confirmation Fees
Certificate in Industrial Automation Fundamentals	₹22,000	₹4,000
Certificate in Advanced Industrial Automation & Robotics	₹25,000	₹5,000
Certificate in Additive Manufacturing	₹23,000	₹4,000
Certificate in Advanced Arc Welding Techniques	₹18,000	₹3,500
Certificate in Electric Vehicle 2-Wheeler/3-Wheeler Technician	₹22,000	₹3,500
Certificate in Electric Vehicle Battery Specialist	₹30,000	₹5,000

### 2. Fee Refund Policy:

Refund Policy for withdrawal of Admission :

Fee refund policy describes the guidelines for a student who wishes to withdraw his / her admission from the University. Tata IIS reserves the right to change, modify, add, or remove portions of the policy at any time by posting the amended policy after taking necessary approvals. Refund of fees, if any, will be credited to the bank account details provided by the applicant. Dues if any, will be deducted before the refund of fees.

Admission may be cancelled if a trainee is found ineligible, unsuitable, or engaged in fraudulent activities during the admission process. In such cases, the fee paid by the trainee will not be refunded.

The management reserves the right to consider refunds under special and extraordinary circumstances. Fee structures are subject to change based on management decisions.

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S. No	% of aggregate fees to be refunded*	Date when request for withdrawal of admission is received by the Institute
1	100 %	30 days before the scheduled date of commencement of the course
2	50 %	Less than 30 and upto 15 days before the scheduled date of commencement of the course
3	0 %	Less than 15 days before the scheduled date of commencement or after commencement of the course

\*10% of admissions confirmation fees will be deducted as processing fee subject to a maximum of INR 1000 .

In exceptional circumstances, the management may, in its discretion, extend the due date or waive collection of balance dues or refund the fees collected for a particular trainee.

The management of Tata IIS will have the final rights to reserve admission.

### Other Terms and Conditions

- The Institute shall not be responsible for any issues arising out of payments made to a third-party, impersonating to be an employee or partner of the Institute or acting on behalf of the Institute . All payments must be made to the Bank account shared by the Institute
- Whether the admission of a student is cancelled by the Institute or the admission is withdrawn by the student, the student will, in either case, be required to return all the books, gadgets, training kit and other material provided under the course to the institute. If this is not done, then the student will be liable to pay the cost of such material.
- All refunds will happen within 4 weeks from the date of request for withdrawal of admission
- The management of the Institute will have the final rights to reserve admission and cancellation.
- Tata IIS reserves the right to change, modify, add, or remove portions of the policy at any time by posting the amended policy after taking necessary approvals. Trainees are advised to check the policy periodically for changes

### 3. Fee Revision:

- Management reserves the right to change the course fee based on Program enhancements or additions, changes to macroeconomic Conditions, Resource Investments, Market Trends and Competition & Regulatory Requirements.

### 1. Dispute Resolution:

TATA IIS is committed to ensuring a fair and transparent process for addressing fee-related concerns.

Kindly reach out to the administrative office to discuss your concerns and provide supporting documentation.