



ರಾಜೀವ್ ಗಾಂಧಿ ಆರೋಗ್ಯ ವಿಜ್ಞಾನಗಳ ವಿಶ್ವವಿದ್ಯಾಲಯ, ಕರ್ನಾಟಕ, ಬೆಂಗಳೂರು
Rajiv Gandhi University of Health Sciences, Karnataka, Bangalore

4th T Block, Jayanagar, Bangalore – 560 041

Ref:RGU/SWF/DSW/GRC/19/2022-23

Date:08.07.2022

ಸುತ್ತೋಲೆ

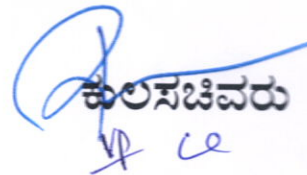
ವಿಷಯ:- ವಿದ್ಯಾರ್ಥಿಗಳ ಕುಂದು ಕೊರತೆಗಳ ಬಗ್ಗೆ

- ಉಲ್ಲೇಖ:- 1. 66th ಸಿಂಡಿಕೇಟ್ ಸಭೆಯ ನಿರ್ಣಯದ ದಿನಾಂಕ:16.05.2007
2. ಯುಜಿಸಿ ಪತ್ರದ ದಿನಾಂಕ: 01.10.2018
3. RGUHS/SWF/DSW/GRC/33/2016-2017Date:10/11/2016
4. RGU/SWF/Mise-174/Circular/2017-18 Dated:07.02.2018

ವಿಶ್ವವಿದ್ಯಾಲಯಕ್ಕೆ ಬರುವ ದೂರುಗಳು ಪದೇಪದೇ ಮೂಲದಾಖಲಾತಿ ಹಿಂದಿರಿಗಿಸುವುದು, ಶುಲ್ಕ ವಾಪಸ್ಸು ಕೋರಿಕೆ ಮತ್ತು ರ್ಯಾಂಗಿಂಗ್ ವಿಷಯಗಳು ಇತ್ಯಾದಿ ಆಗಿರುತ್ತದೆ. ಆದ್ದರಿಂದ ವಿದ್ಯಾರ್ಥಿಗಳ ಈ ಕೆಳಕಂಡ ಅಂಶಗಳನ್ನು ಪಾಲಿಸುವುದು.

- ❖ ರ್ಯಾಂಗಿಂಗ್ ಬಗ್ಗೆ ವಿದ್ಯಾರ್ಥಿ ಪ್ರಥಮವಾಗಿ ಪ್ರಾಂಶುಪಾಲರ ಗಮನಕ್ಕೆ ತಂದು, ಕಾಲೇಜಿನ ರ್ಯಾಂಗಿಂಗ್ ತಡೆ (antiragging) ಸಮಿತಿಯಲ್ಲಿ ಇತ್ಯರ್ಥ ಮಾಡಲು ಸೂಚಿಸಿದೆ. ಮುಂದುವರೆದು, ವಿದ್ಯಾರ್ಥಿಯು ವಿಶ್ವವಿದ್ಯಾಲಯಕ್ಕೆ ದೂರು ಸಲ್ಲಿಸಲು ಪ್ರಾಂಶುಪಾಲರ ಮುಖಾಂತರ ಸಲ್ಲಿಸಬೇಕು.(Ref-1)
- ❖ ಶುಲ್ಕ ವಿವರದ ಬಗ್ಗೆ ಕರ್ನಾಟಕ ಪರೀಕ್ಷಾ ಪ್ರಾಧಿಕಾರದ ಆರ್ಥಿಕ ಸಹಾಯ ಸಮಿತಿಗೆ ಮನವಿ ಸಲ್ಲಿಸಲು ಸೂಚಿಸಿದೆ. (ಕೆ.ಇ.ಎ ಮಲ್ಲೇಶ್ವರಂ 18th ಕ್ರಾಸ್ ಬೆಂಗಳೂರು).(Ref-1)
- ❖ ಮೂಲದಾಖಲಾತಿಗಳ ವಾಪಸ್ಸು ಕೋರಿಕೆ ಬಗ್ಗೆ ಯು.ಜಿ.ಸಿ(UGC) ಮತ್ತು ವಿಶ್ವವಿದ್ಯಾಲಯದ ಅಧಿಸೂಚನೆಗಳನ್ನು ಅನುಸರಿಸಲು ಈ ಮೂಲಕ ಸೂಚಿಸಿದೆ.(Ref-1,2 ಮತ್ತು 3)
- ❖ ವಿದ್ಯಾರ್ಥಿಗಳಿಗೆ ವಿದ್ಯಾರ್ಥಿನಿಲಯದಲ್ಲಿ ಕಡ್ಡಾಯವಾಗಿ ತಂಗಲು ಒತ್ತಾಯ ಮಾಡಬಾರದು.(Ref-4)

ರಾಜೀವ್ ಗಾಂಧಿ ಆರೋಗ್ಯ ವಿಜ್ಞಾನಗಳ ವಿಶ್ವವಿದ್ಯಾಲಯಕ್ಕೆ ಸಂಯೋಜನೆಗೊಂಡಿರುವ ಕಾಲೇಜುಗಳ ಡೀನ್/ನಿರ್ದೇಶಕರು/ಪ್ರಾಂಶುಪಾಲರು ಈ ವಿಷಯವನ್ನು ಎಲ್ಲಾ ಸಿಬ್ಬಂದಿ ವರ್ಗದವರಿಗೆ ಮತ್ತು ವಿದ್ಯಾರ್ಥಿಗಳ ಗಮನಕ್ಕೆ ಬರುವಂತೆ ತಿಳಿಯಪಡಿಸುವುದು, ಕಾಲೇಜಿನ ನಿಮ್ಮ ಕಾಲೇಜಿನ ವೆಬ್‌ಸೈಟ್‌ನಲ್ಲಿ ಹಾಗೂ ನೋಟಿಸ್ ಬೋರ್ಡ್‌ನಲ್ಲಿ ಹಾಕುವುದು.(Wide publicity). ಈ ನಿಟ್ಟಿನಲ್ಲಿ ಪ್ರಾಧ್ಯಾಪಕರು ಮತ್ತು ವಿದ್ಯಾರ್ಥಿಗಳು ಸನ್ನಡತೆ ಸ್ವಭಾವದ ನಡವಳಿಕೆಯಿಂದ ನಡೆದುಕೊಂಡು ಪರಸ್ಪರ ಘನತೆಗೆ ದಕ್ಕಿಯಾಗದಂತೆ ನೋಡಿಕೊಳ್ಳಲು ಈ ಮೂಲಕ ಆದೇಶಿಸಲಾಗಿದೆ.


ಕುಲಸಚಿವರು
K S

ಪ್ರತಿಯನ್ನು:

- 1.ಅಪ್ಪ ಸಹಾಯಕರು ಮಾನ್ಯ ಕುಲಪತಿಗಳು/ಕುಲಸಚಿವರು(ಆ)/ಕುಲಸಚಿವರು(ಮೌ)ರಾ.ಗಾ.ವಿ.ವಿ.ಬೆಂ.
- 2.ಕಛೇರಿ ಪ್ರತಿ.

RAJIV GANDHI UNIVERSITY OF HEALTH SCIENCES, KARNATAKA

4th 'T' Block, Jayanagar, Bangalore - 560 041.

No: UA/SYN-66/2007-08

Date: 16/05/2007

Minutes of the 66th Meeting of the Syndicate held at 11 am on Wednesday, the 16th May 2007 at Rajiv Gandhi University of Health Sciences, 4th 'T' Block, Jayanagar, Bangalore 560 041.

Members Present : -

1. Dr. P.S.Prabhakaran, Vice-Chancellor, RGUHS, Bangalore.
2. Dr. S.Ramanand Shetty, Director of Medical Education, Bangalore-560 009.
3. The President, Karnataka Chapter of the Indian Medical Association, IMA House, A.L. Rao Road, Bangalore 560 018.
4. The President, Karnataka Medical Council, Vaidyakeya Bhavan, Samaja Road, Corner No.70, Opp. Basawangudi Post Office, Basawanagudi, K.R.Road, Bangalore - 560 009.
5. Dr. K.V.Ashok Kumar, Professor & HOD of Surgery & Gastroenterology, Bangalore Medical College, Fort, Bangalore-560 002.
6. The Principal, Sri. B.V.V Sangha's Nijalingappa Medical College, Bagalkot- 587 101.
7. Dr. K.S. Nagesh, R.V.Dental College, CA37, 24th Main, I Phase, J.P.Nagar, Bangalore- 560 078.
8. Dr. S.R.Gurumurthy, Professor and Head, Department of Biochemistry, Bangalore Medical College, Bangalore- 560 002.
9. Sri. S. Rajender Reddy, Founder Secretary, Navodaya Education Trust, Raichur- 584 103.
10. Dr. M. Mohan Alva, Chairman, Alva's Education Foundation (R) Moodbidri - 574 227, Dakshina Kannada.
11. Dr. S.Vasantha Kumar, Registrar, RGUHS.

Member- leave of absence :

1. The Director of Health & Family Welfare, Government of Karnataka, Ananda Rao Circle, Bangalore - 560 009.
2. Dr. Prakash, Director, Directorate of Ayurveda, Yoga & Naturopathy, Unani, Siddha & Homoeopathy (AYUSH), Dhanvanthri Road, Bangalore - 560 009.
3. The Director, Institute of Nepro Urology Autonomous Institute, Victoria Hospital Complex, Bangalore- 560 002.

ITEM NO. 74	Regarding issue of NOC for Migration transfer in respect of Ms. Shwetha. K student of B.Pharm in J S S College of Pharmacy, Mysore seeking transfer to National College of Pharmacy, Shimoga.
DECISION	Ratified.
ITEM NO. 75	Promotions to the Employees of RGUHS as per seniority to the next higher cadres by relaxing minimum years of service.
DECISION	The Syndicate decided to keep it in abeyance in view of non-approval of Statutes.
ITEM NO. 76	Any other item with the permission of chair. 1. The Hon'ble Vice-Chancellor brought to the notice of the members regarding anonymous letters received in the University about officers/officials of the University and also teachers and examiners posted to do examination and other related work.
DECISION	It was unanimously decided not to accept anonymous letters without proper identity or an affidavit. The letters/complaint should be in the form of an affidavit or it should be brought to the notice of the respective Heads of the institution wherein they have to forward it to the University with their remarks after conducting an enquiry. It was decided to inform all the affiliated colleges regarding the above matter.
	2 Colleges having same names.
DECISION	It was decided to write to the colleges who are having same names to change. The colleges who have started late are to change the names.
	3 Inspection of colleges run by the same Management
DECISION	It was unanimously resolved to inspect the colleges run by same Management by the same Inspector on the same day.



University Grants Commission

Notification

on

Refund of Fees and Non-Retention of Original Certificates

October, 2018

1. Introduction:

The Commission has notified University Grants Commission (Grievance Redressal) Regulations, 2012 on redressal of multifarious grievances of students. But given the sheer volume of the complaints regarding non-refund of fees and retention of original certificates by Higher Educational Institutions (HEI), the Commission felt the need to notify elaborate instructions so as to curb such malpractices and decided to issue appropriate instructions in the form of this Notification to all universities and other HEIs under the purview of the UGC.

2. Objective:

To prohibit coercive and profiteering institutional practices in the matters related to refund of fees in case of withdrawal from the programme and retention of original certificates at the time of and / or after admission.

In exercise of powers conferred by Section 12 (d) read with Section 12(j) of the UGC Act, 1956, the UGC issues this Notification for adoption of standard operating procedures in the matters related to refund of fees in the event of student's withdrawal from the program and non-retention of certificates at the time of admission.

3. Application and Enforcement

3.1. The instructions contained in this Notification shall be in supersession to its earlier Public Notice dated 23.04.2007 and its Notification dated 16th December, 2016. It shall be applicable to Undergraduate, Postgraduate and Research Programs run by universities included under Section 2 (f) of UGC Act, together with all colleges under their affiliating domain and institutions declared as deemed to be universities under Section 3 of the UGC Act.

3.2 The provisions contained in this Notification shall come into force with immediate effect and shall have regulatory force on extant as well as future grievances over issues and matters covered herein.

4. Specific provisions for Mandatory compliance by HEIs:

The Commission herewith lays down specific provisions and consequent mandatory compliance on the issues related to:

(1) Refund of fees by the institution concerned in the event of the withdrawal from the programme by a student; and

(2) Verification and non-retention of academic and personal certificates of student;

For any complaint in respect of (1) & (2) above, the grievance redressal mechanism as prescribed under UGC (Grievance Redressal) Regulations, 2012, shall be followed.

4.1 Refund of Fees

4.1.1 No HEI shall make it mandatory for applicants to purchase the institutional prospectus at any time during the course of the programme of study. Purchasing prospectus shall be the personal choice of the applicant and he/she shall have rights to decide against it in case he/she wishes to access the information from the institutional website. As laid down in the Right to Information Act, 2005, and reiterated in the UGC Guidelines on Students' Entitlement, all HEIs shall disclose on their website and prospectus information regarding the status of the institution, its affiliation, accreditation

status, physical assets and amenities, course-wise sanctioned intake of students, various types of fees payable for different programmes, total fees payable for an entire programme, last date of admission, details of faculty, members of governing bodies and minutes of the meetings of bodies like Academic/Executive Council, sources of income, the financial situation and any other information about its functioning, necessary for an applicant to make a fully informed choice.

4.1.2 HEIs shall charge fees in advance only for the semester/year in which a student is to engage in academic activities. Collecting advance fees for the entire programme of study or for more than one semester/year in which a student is enrolled is strictly prohibited.

4.1.3 If a student chooses to withdraw from the programme of study in which he/she is enrolled, the institution concerned shall follow the following five-tier system for the refund of fees* remitted by the student.

S. No	Percentage of Refund of fees*	Point of time when notice of withdrawal of admission is received in the HEI
(1)	100%	15 days or more before the formally-notified last date of admission
(2)	90%	Less than 15 days before the formally-notified last date of admission
(3)	80%	15 days or less after the formally-notified last date of admission
(4)	50%	30 days or less, but more than 15 days, after formally-notified last date of admission
(5)	00%	More than 30 days after formally-notified last date of admission

NOTE : *

4.1.4 In case of (1) in the table above, the HEI concerned shall deduct an amount not more than 5% of the fees paid by the student, subject to a maximum of Rs. 5,000/- as processing charges from the refundable amount.

4.1.5 Fees shall be refunded by all HEIs to an eligible student within fifteen days from the date of receiving a written application from him/her in this regard.

4.2 Verification and Non-retention of Students' Academic and Personal certificates

4.2.1 No HEI shall insist upon a student to submit the original academic and personal certificates, like, mark-sheets, school leaving certificates and other such documents, at the time of submitting admission form, but the submission of self-attested copies thereof shall be mandatory.

4.2.2 HEIs shall physically verify the originals at the time of admission of the student in his/her presence and return them immediately after satisfying themselves about their authenticity, keeping the attested copies for their record.

4.2.3 The self-attested certificates of students shall be held valid and authentic by institution concerned and/or the affiliating university for all purposes and administrative requirements and should there be a need for physical verification at any time during the course of the programme of study, such verification shall be undertaken and the original certificates thus used for verification shall be returned immediately to the student concerned.

4.2.4 Taking the certificates into institutional custody under any circumstance or pretext is strictly prohibited.

4.2.5 In case of any suspicion over the authenticity or genuineness of a certificate, reference may be made to university or the Board which issued the certificate to the student and the admission be subjected to the authentication, but original certificate shall not be retained by the HEI under any circumstance.

4.3 Grievance Redressal Mechanism (GRM)

4.3.1 All HEIs shall mandatorily have a "Grievance Redressal Mechanism" (GRM) as mandated by UGC (Grievance Redressal) Regulations, 2012, as amended from time to time, to address and effectively resolve complaints, representations and grievances related to any of the issues mentioned in this Notification.

4.3.2 The GRM shall be available on HEI website.

4.3.3 HEIs shall ensure that all grievances received are addressed as deemed fit within 30 days.

5. Punitive Actions by Commission against defaulting HEIs

The Commission, in respect of any HEI which contravenes or fails to comply with the provisions of this Notification, shall proceed to take one or more of the following actions, namely:-

- (a) withdrawal of declaration of fitness to receive grants under Section 12B of the UGC Act, 1956;
- (b) withholding any grant allocated to the HEI;
- (c) declaring the HEI ineligible for consideration for any assistance under any of the general or special assistance programs of the Commission;
- (d) informing the general public, including potential candidates for admission, through a notice displayed prominently in the newspapers or other suitable media and posted on the website of the Commission, about the non-compliance by the HEI concerned;
- (e) recommend to the affiliating university for withdrawal of affiliation, in case of a college / institute;
- (f) recommend to the Central Government for withdrawal of declaration as Institution deemed to be university, in case of an institution deemed to be university;
- (g) recommend to the appropriate State Government for appropriate necessary action in case of a university established or incorporated under a State Act;

- (h) taking such other action within its powers as the Commission may deem fit.

Provided that no action shall be taken by the Commission under this Notification unless the HEI has been given an adequate opportunity of being heard.



(Rajnish Jain)
Secretary



ರಾಜೀವ್ ಗಾಂಧಿ ಆರೋಗ್ಯ ವಿಶ್ವವಿದ್ಯಾಲಯ, ಕರ್ನಾಟಕ
ಇನ್ಫೆ ಬ್ಲಾಕ್, ಜಯನಗರ, ಬೆಂಗಳೂರು - ೫೬೦ ೦೪೦.

RAJIV GANDHI UNIVERSITY OF HEALTH SCIENCES, KARNATAKA
4th T Block, Jayanagar, Bengaluru - 560 041.

registrar@rguhs.ac.in

Tel : 080-26961928

RGUHS/SWF/DSW/GRC/33/2016-17

Date: 10/11/2016.

CIRCULAR.

- Sub:** Retention of original documents and refund of fees in case student leaves after joining the course.
- Ref:** 1. Public notice of University Grants Commission F.No. 1-3/2007 (CPP-II) dated 23-04-2007 and reminder dated 11-01-2016.
2. Letter D.O. No. F.1-3/2007 (CPP-II) dated 5th ay 2016.
3. Orders of Hon'ble High court of Karnataka in WP No. 1054/2014 dated 14th March 2014.

Rajiv Gandhi University of Health Sciences is receiving several complaints from the students and their parents about the difficulties they face in getting back their original documents on the ground that the students have to clear arrears of payments of fees etc. There are also complaints that the colleges are refusing to refund the fees in case student leaves after joining the course. The students and their parents represent to the University to intervene in these cases on their behalf.

In this context, the University is constrained to draw the attention of the colleges to the references cited above. In the public notice of University Grant commission cited under reference, the commission has expressed the view that 'the institutions/ Universities by way of retaining the certificate in original, force retention of admitted student which limits the opportunities for the candidates for exercising other options of joining other institutions of their choice. However, it would not be permissible for institutions and Universities to retain the school/ institution Leaving certificate, marks sheet, caste certificate and other documents in original. The commission along with Human Resource Development has detailed the procedure to be adopted by the institutions under these circumstances.

Hon'ble High Court of Karnataka in the reference cited above, has ordered that the college is not justified in withholding the testimonials of the student on the ground that she has failed to pay the fees which she was bound to pay. The Hon'ble Court has felt that if any such obligation is present on the part of the student, it is open for the college to recover the same by means known to law. The Hon'ble court further added that it is not open for the institution to "blackmail" as it were, to pay the fees by withholding the original documents.

In view of the above, it is advised to the Principals of all affiliated colleges of this University to follow the guidelines issued by the University Grants Commission and facilitate the students to leave their institution whenever they wish to, by returning the original documents and refund the fees wherever due without any undue delay and avoid situation that compels the students/parents to seek the intervention of University/ Commission / court etc.



REGISTRAR.

To,

System Analyst, RGUHS for web hosting.

Copy to:

1. Personal section, Hon'ble Vice Chancellor, RGUHS.
2. Registrar (Evaluation), RGUHS.
3. Finance officer, RGUHS.
4. Deputy Registrar, Admission Section.
5. Office copy.



ರಾಜೀವ್ ಗಾಂಧಿ ಆರೋಗ್ಯ ವಿಜ್ಞಾನಗಳ ವಿಶ್ವವಿದ್ಯಾಲಯ, ಕರ್ನಾಟಕ

4ನೇ "ಟಿ" ಬ್ಲಾಕ್, ಜಯನಗರ, ಬೆಂಗಳೂರು - 560 041

RAJIV GANDHI UNIVERSITY OF HEALTH SCIENCES, KARNATAKA

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Phone : 080 - 2696 1934, 080 - 2696 1935, Fax : 080 - 2696 1929

website : www.rguhs.ac.in, E-mail : rguhsregistrar@gmail.com

RGU/SWF/ Misc-174/Circular/2017-18
Ref.

07:02:2018

Date :

CIRCULAR

It is brought to the notice of undersigned that the undergraduate students of many institutions are being forced to stay in the hostel against their wish. The Principals of all colleges affiliated to RGUHS are informed that the hostel stay is not mandatory and hence you are instructed not to insist the students to take hostel accommodation.

If any complaint is received by university in this regard, it will be viewed seriously and action will be initiated against the concerned principal


REGISTRAR

To,
The Principals, of all affiliated colleges of RGUHS.

Copy to:

1. The P A To Vice Chancellor/ Registrar, Registrar (Evaluation), Finance Officer, RGUHS, Bangalore .
2. All Deputy Registrar's -Admission Section to Mail to concerned affiliated Colleges of RGUHS
3. System Analyst, RGUHS to host on the official website today.
4. Office Copy.