

# Admission Withdrawal and Refund Policy

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**Deadline for the withdrawal of Admission is as follows:**

**Withdrawal deadline      11:00 hours on 15<sup>th</sup> October 2021**

If the candidate decided to **withdraw** the claim to a seat, a written request has to come to the Dean Academic by email at [msadmission@iacs.res.in](mailto:msadmission@iacs.res.in), with a copy to registrar@iacs.res.in; within the above deadline, mentioning clearly the Login-ID, Email address and Mobile No. of the candidate.

**Correspondence by any other means will not be entertained.**

1. A cancellation fee of Rs. 1000/- is applicable if the candidate decides to withdraw after taking admission.
2. Any email sent after **15<sup>th</sup> October, 2021** will not be considered.
3. The email should have the following details:
  - IACS Application Registration Number
  - Name (as entered in the Application Form)
  - Mobile number (as entered in Application Form)
  - Email ID (as entered in the Application Form)
  - Category
  - Date of Birth (DD/MM/YY)
  - Bank Details (Account No., IFSC Code, Beneficiary Name, Branch, etc) to where the refund will be made

**\*No refund is possible in the absence of any of the above information.**

**I have read and I agree with the policy (Please tick).**

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**(Signature with date)**