

## POLICY ON PROVISIONAL ADMISSION/ WITHDRAWAL/ CANCELLATION OF ADMISSION IN AIT

### Background

1. Some students are unable to meet the academic credit requirements due to ATKT set by Savitribai Phule Pune University (SPPU) for promotion to next year, but still they seek provisional admission, possibly assuming they will fulfill the criteria once their revaluation results are announced. In some instances, the university may also grant special permission seeing the overall results. Given these situations, there is a need to establish guidelines for fee deductions if a student fails to advance to a higher class after taking provisional admission.

### SPPU or UGC Norms

2. There are currently no specific guidelines or laid down norms from SPPU/ UGC regarding fee deductions. If SPPU/ UGC provides any new conditions, rules, or regulations in the future, AIT will need to adhere to them. Few of typical case as mentioned in succeeding para can be given provisional admission:

### Eligibility Criteria

3. AIT students who are unable to enroll for regular admission as per SPPU norms and
4. Students who have applied for revaluation, are confident that they will pass the examination and meet the requirements for promotion to a higher class and
5. Any special provisions declared by SPPU, such as carry-on or conditional rules, for promotion to a higher class.

### Fees (including All Fees)

6. Students who seek provisional admission are required to pay the full fees for the entry year within given time frame by Institute.

7. **Fee Deduction:** If a student does not meet SPPU's requirements, the fees will be deducted as follows :-

(a) Rs. 50,000/- to be deducted and balance fee to be adjusted against next year applicable fee.

(b) Any examination fees paid to SPPU for the regular examination form.



## Various Cases

8. Various conditions or cases are listed below for taking provisional admission by students :-

(a) **Case I: Special one Time Permitted by SPPU.**

(i) In the last academic year (AY 2023–24), SPPU granted permission to Year Down (YD) students under the condition that if they cleared their First Year (FE) or Second Year (SE) in Semester I only, their admission to the Third Year (TE) and Final Year (BE) could be confirmed, respectively.

(ii) Based on these conditions, some students were allowed to take admission to TE and BE.

(iii) A few students cleared their backlog examinations in Semester - I and their admission to TE or BE was confirmed.

(iv) Some students were unable to clear their FE and SE backlogs, so they remained as YD students.

(v) These provisionally admitted students paid the full fees.

(vi) Students who were unable to clear their examinations in Semester I are requesting a refund of their fees or asking for the fees to be adjusted against current fees.

(vii) Rs. 50,000/- is to be deducted in such cases.

(b) **Case II: Provision Admitted Students.**

(i) Some students became Year Down (YD) due to failing their First Year (FE) or Second Year (SE) and were not permitted to take admission to the Third Year (TE) or Final Year (BE), respectively.

(ii) A few students who applied for revaluation are confident that they will clear their FE or SE backlogs through the revaluation process.

(iii) AIT can grant provisional admission to such students, and their admission can be confirmed if they meet the necessary conditions for promotion to a higher class.

(iv) If these provisionally admitted students do not clear their examinations, they will remain as YD students.

(v) For these students, a partial amount of the fees they paid can be deducted as decided. (It is suggested that Rs. 50,000/- be deducted from their total fees.)





(c) **Case III: Repeat Year.** If a student fails and wishes to attend classes of the same year, he/ she will be required to pay 50% of annual fees.

(d) **Case IV: Students Who Are Detained or Suspended or Rusticated**

(i) If a student is suspended or detained in Semester I or Semester – II; they will not be eligible for any refund of fees.

(ii) If the student chooses to repeat the same year, they will be required to pay the full fees again.

(iii) No fees will be refunded if an student is rusticated on disciplinary ground.

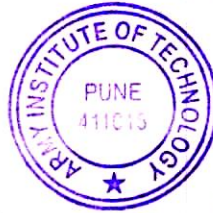
(e) **Case V: Students Who Leave College Midway** Full fees for that particular year, should be collected for Second Year (SE), Third Year (TE), and Final Year (BE) students, and no refund will be given. For First Year (FE) students, no amount refund will be provided if they leave after the cutoff date by SPPU/ DTE.

9. In any eventuality such students will not be provided hostel accommodations

File No. AIT/0351/SOP/Prin

Army Institute of Technology  
Dighi Hills, Pune 411015

Date : 02 Sep 2024



*(Handwritten signature)*

(Abhay A Bhat)  
Brig  
Director

**Distribution :**

Jt Director  
Principal  
HOD IT  
HOD Mech  
HOD Comp  
HOD E&TC  
HOD ASGE  
Registrar  
Student Section  
Account Section

for information and necessary action

HOD IT - Publish on Website.

Office Supdt - for Record

**ADDITION TO POLICY ON PROVISIONAL ADMISSION/ WITHDRAWAL/  
CANCELLATION OF ADMISSION IN AIT PUBLISHED VIDE FILE NO.  
AIT/0351/SOP/Prin dated 2 Sep 2024**

(f) **Case VI: Students deposited Fees and not attending the course due to year down status**

(i) Some students became Year Down (YD) due to failing their First Year (FE) or Second Year (SE) and were not permitted to take admission to the Third Year (TE) or Final Year (BE), respectively.

(ii) Students not applied for any kind of provisional admission after confirmation of year down status, but paid total fees. Student's name also removed from ERP due to YD status.

(iii) For these students, the fess will be adjusted next subsequent year after he/she became eligible for admission. No Refund application will be considered.

File No. AIT/0351/SOP/Prin

Army Insitute of Technology  
Dighi Hills, Pune 411015

Date : 12 Dec 2024



(Abhay A Bhat)  
Brig  
Director

**Distribution :**

Jt Director  
Principal  
HOD IT  
HOD Mech  
HOD Comp  
HOD E&TC  
HOD ASGE  
Registrar  
Student Section  
Account Section

} for information and necessary action

HOD IT - Publish on Website.

Office Supdt - for Record