

Indian Institute of Management Visakhapatnam

Candidature Withdrawal and Fee Refund Policy

Executive Master of Business Administration (EMBA) for Working Professionals

Introduction:

This withdrawal and fee refund policy aims to provide clarity and guidelines regarding the process and consequences of withdrawal from the EMBA program of the Indian Institute of Management Visakhapatnam (IIMV). This policy applies to all participants admitted in the EMBA program. By accepting the Offer of Admission in the EMBA program, participants agree to abide by the terms and conditions of the withdrawal and fee refund policy as outlined below.

Before the Program Registration:

1. A candidate who paid the offer-acceptance fee or the full first instalment but wants to withdraw, will be permitted to do so, if his/her request is received by the EMBA Office/Admissions Office before the program registration date as mentioned in the Admission Offer letter.
2. In such cases, the fee received is paid back to the candidate after deducting INR 1000/- towards administrative charges. The application fee will not be refunded.
3. The candidate would need to sign and send (scanned copy) of the withdrawal form to the Admissions Office to initiate the refund.
4. The refund will be processed within 30 days from the date of receiving the signed withdrawal form.

On or after the Program Registration:

1. If the withdrawal request is received by EMBA office on or after the date of program registration, the candidate would be permitted to do so, however, fee paid (including application fee) will not be refunded or transferred towards any other participant/program/batch.
2. If any participant fails to pay the fee instalments as per the fee payment schedule and/or drops out of the program without any information to the EMBA office, fee already paid by the candidate will not be refunded or transferred towards any other participant/program/batch.

All information in this document is pertinent to the admissions cycle (2024-25) alone and therefore no inference can be made from this document about the admissions process that will be used for future admission cycles at IIMV. IIMV reserves the right to change, modify or adopt any new admissions process that it deems necessary, at any point.

Any dispute concerning this policy would be subject to the jurisdiction of the competent courts within the territorial jurisdiction of the city of Visakhapatnam only.

For any queries or assistance related to withdrawal from the EMBA program, participants may contact the EMBA program office at embaoffice@iimv.ac.in or at +91 9391482201.
