



AJEENKYA
D Y PATIL UNIVERSITY

THE INNOVATION
UNIVERSITY

Policy on Fee Concession for Children of Faculty and Non-Faculty Employees

Ajeenkya D Y Patil University, Pune.

Objective:

This policy aims to provide financial assistance to faculty and non-faculty employees of Ajeenkya D Y Patil University (ADYPU) by offering a fee concession for their children who are enrolled in academic programs at ADYPU. The initiative is part of the university's commitment to employee welfare and support.

Eligibility:

1. **Employment Tenure:**

The employee (faculty or non-faculty) must have completed at least one year of continuous service at ADYPU.

2. **Child's Enrollment:**

The concession is applicable for children of eligible employees who are admitted to and actively enrolled in any course or program offered by University and Other verticals of Ajeenkya D Y Patil Groups.

Concession Range:

• **Fee Reduction:**

The eligible employees may avail of a fee concession ranging from 30% to 50% for their children.

o **30% to 50% concession** will be determined based on:

- Employee's designation or position.
- The number of years of service is beyond the minimum one-year requirement.
- Other internal criteria set by the HR department.



Application Process:

1. **Submission of Application:**

Employees who meet the eligibility criteria must submit a formal application to the Registrar office & HR Department, either through the Email or by submitting a written request.

2. **Required Documentation:**

The following documents must be provided:

- o Proof of the employees' duration of service (e.g. Copy of Appointment order).
- o Proof of the child's enrollment at ADYPU (e.g., admission letter or enrollment form).

3. **Approval Process:**


Once the application and supporting documents are submitted, the Registrar office & HR department will review the eligibility and approve the appropriate fee concession as per the policy.

4. **Implementation:**

Upon approval, the fee concession will be applied to the child's tuition fee for the applicable academic year. Employees will be notified of the concession amount and any further procedures.

Terms and Conditions:

1. The concession is only applicable to tuition fees and does not cover additional fees (such as hostel, examination, or other miscellaneous charges).
2. The policy is subject to periodic review and may be amended at the discretion of the university management.
3. The fee concession will be applicable from the first academic year of the child's enrollment at ADYPU.
4. In case of any disputes or queries regarding this policy, the Registrar office & HR department shall have the final authority on interpretation and implementation.


Registrar

