

SHARDA UNIVERSITY

32, 34, Knowledge Park-III, Greater Noida-201310 (U.P.)

OFFICE OF THE REGISTRAR

SU/Reg./Notification/2023/016(a)

April 12, 2023

Notification

Payment of Tuition Fee by the continuing students for the academic year 2023-24

The payment of tuition fee for the academic year 2023-24 by the continuing students of all the Schools except School of Medical Sciences & Research, School of Dental Sciences & Sharda School of Nursing Science and Research shall be as under:

Particulars	Last Date
Payment of Annual / Odd Semester Tuition Fee (Excluding 2022-23 Batch)	June 30, 2023
Payment of Annual / Odd Semester Tuition Fee (2022-23 Batch)	July 31, 2023
Payment of Even Semester Tuition Fee (All the Batches)	December 30, 2023

Note:

- Non-payment of fee and other charges by due date will invite imposition of penalty as notified vide Notification No. SU/Reg./Notification/2022/027 dated April 30, 2022.
- Mode of Payment:** For 'Payment Procedure' please refer to University website <https://www.sharda.ac.in/payment-procedure.html>
- For convenience of the students and parents the payment of Tuition Fee can be made by converting it in to an easy and low cost EMI options. A separate agreement will be executed between student/parents and Fintech companies to effect the transaction. The details of such companies are available on site at link <https://www.sharda.ac.in/payment-procedure.html>


(Vivek Kumar Gupta)
Registrar
SPNARAK

To,
All the Deans (except SMS&R, SDS and SNS&R)

Copy also for kind information:

- Chancellor / Pro-Chancellor/ CEO
- Vice Chancellor
- Advisor
- All Deans
- Controller of Examinations/ Finance Officer/ Chief Proctor
- All Directors
- All Administrative Heads of the respective Departments and Schools
- Notification file

Note: The concerned Administrative staff of the School may kindly circulate this information to all the students in their respective School.

SHARDA UNIVERSITY

32, 34, Knowledge Park-III, Greater Noida-201306 (UP)

OFFICE OF THE REGISTRAR

SU/Reg./Notification/2022/027

30th April, 2022

Notification

Sub: Penalty for late Registration, late payment of Fees, Hostel and Transport charges, etc.

In supersession of all the previous notifications on the cited subject, the following penalty charges will be effective from the academic year 2022-23 on account of late payment, provided as under:

A. Penalty for late Registration:

- i. The penalty for late registration shall be a minimum of ₹2,500.
- ii. Late registration, beyond three days from the last date of registration, shall entail a penalty of ₹2,500 + (₹100 × number of days). Such late registration, up to a period of one week, may be allowed with the approval of the Dean of the School.
- iii. Depending on the merit of each case, the Registrar may permit, after the aforesaid one week, late registration on payment of late charges.
- iv. NO REGISTRATION shall be allowed after two weeks from the last date of registration.

Unless payment of all the dues are made, no student shall be registered and his/her attendance will be not recorded. Further, the internal assessment and examination marks shall also be not uploaded unless the registration is made.

B. Penalty for late deposit of fee:

- i. The penalty for late deposit of fee shall be minimum of ₹2,500 for the first week.
- ii. Thereafter, penalty @ 1.5% per month shall be charged, calculated on daily basis, for the further delayed period of payment.
- iii. In cases where more than 90% of the tuition fees is paid on or before the due date, no late fee charges shall be payable.

C. Penalty for late payment of Hostel charges:

- i. The penalty for late deposit of hostel charges shall be minimum of ₹2,500.
- ii. Additional penalty @ 1.5% per month shall be charged, calculated on daily basis, for the delayed period of payment.

D. Penalty for late payment of Transport charges:

- i. The penalty for late deposit of transport charges shall be minimum of ₹1000.
- ii. Additional penalty @ 1.5% per month shall be charged, calculated on daily basis, for the delayed period of payment.

Cont.../2

E. Penalty for dishonor of cheque:

In case the cheque deposited by a student towards payment of any fee/penalty charges gets dishonored or bounces due to no fault of the University, penalty at a flat rate of ₹1000 shall be imposed.

2. In very exceptional circumstances depending on the merit of a case, the Registrar may, at his discretion, consider reduction/waiver of the penalty/fine levied under these rules.
3. These provisions will, however, be not routinely applicable in cases where the students have been sponsored by the Central/State Government, or by foreign governments in respect of international students. In such cases, the Registrar will take a final decision, keeping in view the facts and circumstances of each case.
4. For the purpose of calculations, the amount of late fee/arears may be rounded off to the next ₹100 or USD 1.

(Vivek Kumar Gupta)
Registrar

To:

All the Deans of School

Copy: (For kind information)

- i. Chancellor/ Pro-Chancellor/ ED
- ii. Vice-Chancellor
- iii. All Advisors
- iv. Finance Officer/ Controller of Examinations
- v. All Directors
- vi. Chief Warden/ Sr. Security Officer (SSO)
- vii. All OSDs/ Jt. Registrars/ Dy. Registrars/ Assistant Registrars/ AOs
- viii. Notification file

Note: The Administrative Officer of the School may kindly circulate this information to all the students in their respective School.