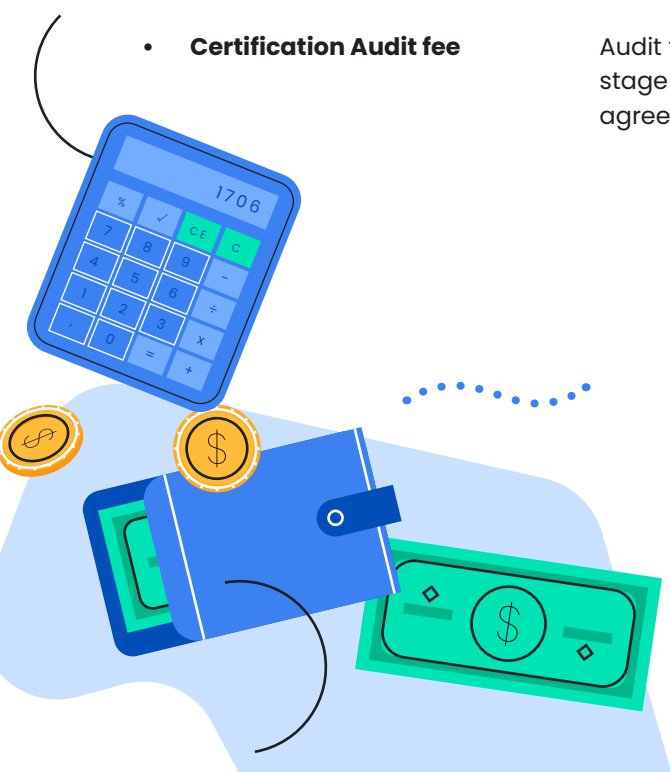


Fee Refund Policy

Issue Date 1 June 2025

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| <ul style="list-style-type: none"> • Payment Received From Wrong Account: | <p>All learners are required to pay training fee through their own account, If the fee is transferred from wrong account, a 10% deduction will be applied. The remaining amount will be refunded within 1 month (30 days).</p> |
| <ul style="list-style-type: none"> • Withdrawal After Class Start (Fixed Deduction): | <p>If a student withdraws after the classes have started due to family issues or absented himself on day 1 due to family issues, a deduction of Rs. 30,000 (covering course material and tuition fee) will be applied. The balance will be refunded within 10 days.</p> |
| <ul style="list-style-type: none"> • Withdrawal before Class Start Due to Family Issues (10% Deduction): | <p>In some family-related cases, if a student withdraws before the classes begin; a 10% deduction will be made from the total fee. The rest will be refunded within 10 days.</p> |
| <ul style="list-style-type: none"> • Medical Emergency Before Class Start: | <p>If a student withdraws before classes begin due to a medical emergency, the 100% fee will be refunded within 10 days with no deduction.</p> |
| <ul style="list-style-type: none"> • Medical Emergency After Class Start: | <p>If a student withdraws after the classes have started due to a medical emergency, a deduction of will be applied for course material and tuition day he has completed and the cost of course material provided.. The remaining amount will be refunded within 10 days.</p> |
| <ul style="list-style-type: none"> • Withdrawal During Classes Due to Lack of Understanding: | <p>If a student quits the course during the classes on day 1 due to not understanding the content, a deduction of Rs. 30,000 will be applied for course material and tuition fee. The remaining amount will be refunded within 10 days, if withdrawal is after two days of session then total hours will be calculated and the expanses of training material and remaining fee can be refunded.</p> |
| <ul style="list-style-type: none"> • Withdrawal after submission | <p>Withdrawal after submission of Registration for Exam No any refund after submission of registration</p> |
| <ul style="list-style-type: none"> • Mandatory Submission of Valid Evidence: | <p>For any refund to be processed, students must provide valid and verifiable evidence (e.g., medical certificate, family issue documentation). No refund will be granted without proper evidence.</p> |
| <ul style="list-style-type: none"> • Certification Audit fee | <p>Audit fee is not refundable after signing agreement and completion of stage 1 audit, before start of any audit activity and on cancellation of agreement 75% fee is refundable.</p> |



Approved by
CEO