



Refund Policy

Last Updated: January 3, 2025

Thank you for registering for workshops and events conducted by Kumaraguru College of Technology (KCT). We are committed to providing a valuable learning experience. However, we understand that unforeseen circumstances may arise. This policy outlines the terms under which refunds for workshop or event fees may be requested.

1. General Policy

Refunds for workshop or event fees will only be processed under valid circumstances, which must be clearly explained and approved by the college management. Refund requests are assessed on a case-by-case basis, and the decision to grant a refund is at the sole discretion of KCT.

2. Eligibility for Refunds

To be eligible for a refund, the following conditions must be met:

- The refund request must be submitted in writing to the college management before the workshop or event takes place.
 - The reason for the refund request must be valid and justifiable (e.g., medical emergencies, family emergencies, or technical issues with payment).
 - Supporting documents or evidence, if applicable, should be provided to substantiate the refund request.
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3. Process for Requesting a Refund

To request a refund, please follow these steps:

1. Submit a written refund request via email to refunds@kct.ac.in or directly to the KCT event coordinator.
2. Include the following details in your request:
 - Full Name
 - Event/Workshop Name



- Payment Details (e.g., transaction ID, payment date)
 - Reason for Refund
 - Any supporting documents (e.g., medical certificates, evidence of double payment).
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4. Refund Processing

Once your refund request is received, it will be reviewed by the college management. You will be notified of the approval or rejection of your refund request within **7 working days**.

If approved:

- The refund will be processed within **10-15 working days** from the date of approval.
- The amount will be credited back to the original payment method used at the time of registration.

If rejected:

- A detailed explanation will be provided for the decision.
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5. Scenarios for Refund Approval

Refunds are typically considered when circumstances beyond your control prevent participation in the event or workshop, provided these are communicated in a timely manner and with appropriate supporting documentation.

6. Scenarios Where Refunds May Not Be Considered

Refunds may not be feasible in cases where participation is affected by personal scheduling changes or other conditions that could have been anticipated or mitigated with prior planning.



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7. Changes to Refund Policy

KCT reserves the right to modify this refund policy at any time. Changes will take effect immediately upon posting on the official website or notification to participants. By registering for a workshop or event, you agree to abide by the refund policy in effect at the time of registration.

8. Contact Us

If you have any questions regarding this refund policy, please contact us at:

Email: refunds@kct.ac.in

Phone: [0422-2661100](tel:0422-2661100)

We appreciate your understanding and cooperation. Thank you for choosing KCT for your learning journey!