

8. DETAILS OF FEES & PAYMENT

(All fees are subject to revision, as approved by the Government)

8.1 Admission & Tuition fee (Rs.):

Government and Government aided Institutions

An applicant seeking admission to Diploma courses shall be required to pay fees as follows on the day of allotment of the seat, in order to confirm the admission.

For admissions to First Year Diploma Courses

Sr.No.	Item / Fees	GPP, GPB, GPC, APV, ISBT, GCP
1	Admission Fee (At the time of Admission)	1400
2	Tuition Fees Per Semester	14000
3	Institutional Fee	3000
	Total	18400

For admissions to Second Year Diploma Courses

Sr.No.	Item / Fees	GPP, GPB, GPC, APV, ISBT, GCP
1	Admission Fee (At the time of Admission)	1400
2	Tuition Fees Per Semester	12000
3	Institutional Fee	3000
	Total	16400

a) Details of Institutional Fee (Rs.)

Sr.No.	Item / Fees	GPP, GPB, GPC, APV, ISBT	GCP
1	Magazine Fee (Per Year)	200	200
2	Gymkhana and Cultural fee (Per Semester)	200	150
3	Fees for other facilities, including insurance (Per Semester)	200	150
4	Equipment and maintenance (Per Semester)	600	600
5	Library Deposits (Refundable)	500	500
6	Caution Money (Refundable)	500	500

7	Development fee (per semester)	800	700
8	Annual Social Gathering (yearly)	-	150
9	Student aid fund (yearly)	-	50
10	Total payable at Admission	3000	3000
11	Hostel Term Fees (Per Semester) #	1700	1700
12	Hostel deposit (Refundable) #	500	500
13	Hostel maintenance fee (per term)#	1300	1300

where applicable

Self-Financing Institutions

Details of fees (Rs. /YEAR) – for Diploma Course in Hotel Management & Catering Technology at Agnel Institute of Food Craft & Culinary Sciences, Verna and Guardian Angel Institute of Hotel Management & Catering Technology, Curchorem.

a. Agnel Institute of Food Craft & Culinary Sciences, Verna

Item of Fees	First Year	Second Year	Third Year
1. Tuition fees	Rs. 75,000/-	Rs. 79,000/-	Rs. 83,000/-
2. Development Fees	Rs. 10,000/-	Rs. 10,000/-	Rs. 10,000/-
3. Total other fees	Rs.1000/-	Rs.1000/-	Rs.1000/-
4. Caution Deposit (Refundable)	Rs.1,000/-	Rs.1,000/-	Rs.1,000/-
Total	Rs.87,000/-	Rs.91,000/-	Rs.95,000/-

b. Guardian Angel Institute Of Hotel Management and Catering Technology, Curchorem.

Item of Fees	First Year	Second Year	Third Year
1. Tuition fees	Rs. 70,500/-	Rs. 74,000/-	Rs. 77,500/-
2. Development Fees	Rs. 10,500/-	Rs. 11,000/-	Rs. 11,500/-
3. Total other fees	Rs.1000/-	Rs.1000/-	Rs.1000/-
4. Caution Deposit (Refundable)	Rs.1,000/-	Rs.1,000/-	Rs.1,000/-
Total	Rs.83,000/-	Rs.87,000/-	Rs.91,000/-

8.2 CONCESSION IN FEES FOR SC/ST/OBC& EWS.

It has been decided by the Govt. to extend concession in the Tuition Fee to economically weaker students, residing in the State of Goa for more than ten years preceding the date of application for pursuing technical education and admitted against local seats for the current academic year in **Government & Government aided** Institutes.

1. The candidates belonging to reserved category i.e SC/ST/OBC, shall be eligible for 50% concession of fees for a minimum prescribed period of course of study.
2. The candidates admitted against the seats reserved for the category of **FF/PH/ESM** shall be eligible for concession of tuition fees (only) to the extent of 30%, for a minimum prescribed period of course of study.
3. The candidates admitted against the seats of **General, PH, FF and ESM** categories shall be eligible for concession of tuition fee to the extent of 50% for a minimum period of course of study, provided the income of the parents from all the sources does not exceed Rs. **3,00,000/-** per annum.
4. Maximum concession offered under any of above clauses shall not exceed 50%. (Combination of two clauses not permitted). There shall be no concession for the students from States other than State of Goa.

Note:

1. Admitted candidates belonging to SC/ST categories are advised to obtain details of Fee Waiver Scheme notified by Directorate of Higher Education for SC/ST students pursuing Higher Education and avail the same through the Institution in which they are admitted.

2. Admitted candidates may obtain details on “Dayanand Bhandodkar Scheme for Higher Education for orphans” notified by Directorate of Higher Education and avail the same through the Institution in which they are admitted.

8.3 Mode of Availing Concession

To avail concession an applicant shall follow procedure as under:

1. An applicant belonging to SC, ST, & OBC category need not produce any certificate, nor file any declaration.
2. An applicant admitted in category 1, 5, 6 & 8 shall have to produce a certificate in original from Village Panchayat (for village areas) or Chief Officer of Municipalities (for Municipal areas) at the time of admission along with the other documents, stating the annual income of both the parents, from all the sources (including agricultural Income). The 50% concession in tuition fee shall be granted to the applicant if the above income is less than Rs. **3,00,000/-** per annum. (Annexure VII)

3. An applicant admitted in category 1, 5, 6 & 8 who is unable to produce the required income certificate shall pay the full fee at the time of admission. He may submit the same within 60 days from the date of admission and claim refund/ adjustment from the institute.
4. An applicant admitted in categories **FF/PH/ESM** need not produce any other certificate for 30% concession in tuition fee.

8.4 Mode of Payment

Following fees are payable through separate bank drafts of any Nationalised or Scheduled bank to the authority mentioned against the payment, or by any other approved mode of remittance, as may be duly notified.

Admission fees

Admission Fee for Government/Government Aided/ Self-financed Institutions/ Common to all Disciplines	Rs.1400/-	Demand Draft to be drawn in favour of “Director of Technical Education” payable at Panaji or in cash, or by any other approved mode of remittance, as may be duly notified at the time of admission.
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Tuition, Institutional & Development Fees

All fees shall be paid through a Demand Draft in favour of the authority mentioned below for each course/Institute or by any other approved mode of remittance, as may be duly notified:

Fees at full and concessional rates in Rupees:

Institution	At full rate	Concession		Demand Draft to be drawn in favour of:
		@30%	@ 50%	
GPP	17000	12800	10000	Principal, Govt. Polytechnic, Panaji
GPB	17000	12800	10000	Principal, Govt. Polytechnic, Bicholim
GPC	17000	12800	10000	Principal, Govt. Polytechnic, Curchorem
APV	17000	12800	10000	Principal, Agnel Polytechnic, Verna
ISBT	17000	12800	10000	Principal, Inst.of Shipbuilding Technology, Goa, Vasco
GCP	17000	12800	10000	Principal, Goa College of Pharmacy, Panaji
GAC	83000	-----	-----	Principal, Guardian Angel Institute of HMCT, Curchorem
AIV	87000	-----	-----	Principal, Agnel Institute of Food Craft & Culinary Sciences, Verna

9. CANCELLATION & REFUND OF FEES

All Institutes and admissions covered in this prospectus are bound by these rules for the refund of fee. Institutions are not permitted to impose any other additional clause. Directorate of Technical Education shall not entertain any complaint by the student for refund from any institution or course not included in this prospectus.

9.1 Cancellation of Admission by Admitting Authority or Heads of the Institute

1. An applicant who has paid the admission fees at the Admission Centre but fails to report to the college within three working days of grant of admission may forfeit the claim for admission and his/her entire admission fee paid shall be forfeited.
2. If any information/certificate submitted by the applicant in connection with his/her admission is found to be incorrect later on at any time, his/her admission shall be cancelled forthwith and the entire fees shall be forfeited.
3. Admission offered to the applicants shall be cancelled, if at a later stage, the Board of Technical Education, Goa State declares that the applicant is not eligible for admission. In this case, the entire fees except admission fees will be refunded.
4. If the candidate expires or becomes invalid within 90 (Ninety) days of the date of last round of admission, the entire fees including admission fee shall be refunded.

9.2 Cancellation by Candidate

1. Vertical Mobility or transfer from one course/ institute to another; from one category to another or from one branch to another in the same institute for the courses included within this prospectus during the admission rounds shall not be treated as cancellation of admission. There shall be no deduction on this account. In such cases, the bank draft submitted by the student shall be returned to him and a new bank draft shall be accepted. In case of changes within the same institution, the fees shall be adjusted against the new branch. **However, in all cases referred to above, no refund of fees will be permitted, in case applicant seeks Vertical mobility/ transfer from a course/institution, where no further rounds of admissions are scheduled and/or conducted.**
2. Admission fee of Rs.1400/- shall not be refunded under any circumstances except clause 4 above.
3. A cancellation fee of Rs. 1,000/- shall be levied for cancellations before last notified date of admission round (by DTE or as per norms of Regulatory Authorities, e.g., AICTE, PCI, etc.,) There shall be no refund of fees for cancellation (including

transfer/vertical mobility, etc) after last notified date of admission round for that particular course/institute(by DTE or as per norms of Regulatory Authorities, e.g., AICTE, PCI, etc.,)

9.3 OTHER INSTRUCTIONS

1. The application forms, original documents, and the bank drafts of the fee paid shall remain in the custody of the Admission Committee through the representative of the respective institutions until the **Second/ any other subsequent round of admission (if any)**. The bank drafts shall not be encashed till this time to facilitate on the spot refund of the fee, during vertical mobility. The Receipt of fees shall be issued by the Institute, if required.
2. After the **Second/ any other subsequent round of admission (if any)**, the refund of fees shall be sought from the Institutions. The Principals of the institute should ensure that the refund is made within 15 days from the date of cancellation and valid request for refund.
3. The Admission Committee shall be responsible for transfer of application form and Original documents of the applicants from one institute to other, because of vertical mobility, during the process of admission.
4. All fees and deposits pertaining to hostel shall be paid to and refunded by the Heads of respective institutes only and no correspondence should be made to the DTE.
5. Deposits are refundable only when the student leaves the Polytechnic and on producing of a clearance certificate. Application for refund of such deposits should be made within 6 months of leaving the course. Any dues incurred by a student to the Polytechnic including loss of library books or damage or the Institute's property, equipment and apparatus will be recovered from the student at the time of refunding the fees.
6. A student intending to leave the Polytechnic before the completion of the course shall have to give notice in writing to the Principal to that effect before the start of the new semester failing which he/she will be charged tuition fees for that semester.
7. Fees actually paid after deducting admission fees and cancellation fee shall be refundable to the student who cancels his admission to join any other course in Goa affiliated to B.T.E. or Goa University or NIT Goa, provided, the student submits

application for refund of fees along with proof of having been admitted to such a course within one month from the date of his/her admission, at the new Institute.

8. The caution money and Library deposit will be refundable to the student who leaves the Institute, deducting outstanding dues against him/her. 90% of the hostel fees (including room rent, water, and electric charges etc.) may be refunded if a student leaves the hostel within three weeks after the date of allotting him a seat in the hostel.