

OFFICE OF THE REGISTRAR
APEX PROFESSIONAL UNIVERSITY
PASIGHAT, ARUNACHAL PRADESH

Dated: 26th Feb., 2020

NOTIFICATION No. – 04/2020

APU Rules for Students Fee in Installment and Late Fee

It is hereby notified for all concerned that the University has decided to accept Annual Course Fee in installment basis under the following terms and conditions:

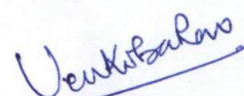
- 1) The student/ parent has to submit a request on a prescribed form i.e. **Installment Request Form** (I.R.F.).
- 2) Admission Officer can recommend payment of Annual Course Fee in installment from deserving students with recorded reason.
- 3) The Vice Chancellor can approve the Installment Plan duly recommended by the concerned Admission Officer. In the absence of the Vice Chancellor, Registrar can approve the Installment Plan.
- 4) Post dated Cheques will be mandatory to be collected for all installment based admissions with below dates mentioned on the Cheques.
- 5) Installment Schedule shall be as below:

First Installment	Second Installment	Third Installment
At the time of Admission	On or before 20th October with an additional Fee of Rs. 2,500/-	On or before 20th January with an additional Fee of Rs. 5,000/-

- 6) A penal fee of Rs. 2,500/- (Two thousand & five hundred only) shall be levied as processing fee in instances where Cheque bounces.
- 7) The University shall collect the fine as per Regulation No. 20 of the University Act, wherever Student fails to pay fee on due dates.

This notification supersedes Notification No. 3/2020 issued on 08th February, 2020 and shall remain valid till further order.

This has the approval of the competent authority.



V.S. MORAY
Registrar

APEX Professional University
Pasighat, Arunachal Pradesh

Copy for the information to:

1. EA to Chancellor for the information of Hon'ble Chancellor
2. PA to Vice Chancellor for the information of respected Vice-Chancellor
3. Pro Vice Chancellor
4. CEO of the Sponsoring Body
5. Officers of the University
6. Guard File
7. Office Copy