

## TRANSFER POLICY



### TRANSFER FEE

₹5,000 + GST is applicable for each transfer request.

Additional charges of ₹10,000 + GST will be levied for transfer to Head Branch Pitampura. (This is over and above ₹5,000 + GST transfer charges)

### IN CASE OF OFFLINE TO ONLINE TRANSFER:

- Students will be granted the same scholarship % as secured in the offline course. No extra scholarship will be awarded to the students for transferring to the online course.

### IN CASE OF ONLINE TO OFFLINE TRANSFER:

- An upfront scholarship of 30% of the tuition fee will be considered. The online scholarship will be considered null and void.
- If a student wants scholarship over 30% of the tuition fee, then he/she should appear in the very next Admission Test to be eligible for higher scholarship. The transfer will be processed only after student appears in Admission Test.

### IN CASE OF OFFLINE-TO-OFFLINE TRANSFER:

In case of same category city, only transfer fee will be levied.

Fee and Scholarship will be changed (and will be charged) if student moves from one centre-fee-category to another under below mentioned conditions: (Fee and scholarship will not be change in case of descending in Tier City).

- When shifting from Tier A city to Tier B city/Tier B city to Tier C city, the fee and scholarship awarded to the student shall remain the same and there will be no change in payment schedule as well.
- In Case of Transfer from Tier B city to Tier A city/Tier C city to Tier B city, fee shall be applicable under mentioned conditions:
  - Only Admission Test Scholarship shall be valid and additional scholarship given shall become null and void.
  - In case of direct admission, any scholarship given over 30% of tuition fee will not be applicable to transferred city (Tier B city to Tier A city/Tier C city to Tier B city).

Each transfer will be at sole discretion of VMC. At times it may not be possible to approve each transfer request because of batch size constraint, course completion, performance in internal tests and Admission Test.

**\*Above (Transfer Charges) are payable up-front and are strictly Non-Refundable**