

West Bengal Joint Entrance Examinations Board

'RUPANNA'

DB-118, Sector-I, Salt Lake City, Kolkata – 700064
Help desk: 1800-1234-782 (Toll Free)

No. WBE/Chairman/120

Dated-01.06.2021/22.11.2022

Refund Rules

The West Bengal Joint Entrance Examinations Board (WBJEEB) was established in 1962 by Government of West Bengal in exercise of the powers conferred under article 162 of the Constitution of India in pursuant to No. 828-Edn(T), dated 02.03.1962. Subsequently, the Board was recognized as a Statutory Body vide West Bengal Joint Entrance Examinations Board Act XIV of 2014 and was authorized to conduct Joint Entrance Examinations and centralized e-counselling for admission to various institutions in West Bengal imparting education in Medical, Paramedical, Engineering/Technology Undergraduate and Postgraduate Professional and Vocational Courses.

And whereas

During e-counselling candidates need to pay 'seat acceptance fee' to book the allotted seat before physical reporting and provisional admission. The Board centrally collects this fee on behalf of the Institute and remits it to the institute after the candidate completes provisional admission. If the candidate does not wish to join the institute even after taking provisional admission, he/she will have to apply to that institute for any refund. WBJEEB does not have any responsibility / liability in this regard and will not entertain any communication in this connection.

And whereas

The seat acceptance fee (full amount) is refunded to the candidate if he/she withdraws from e-counselling within the given stipulated period.

And whereas

It is observed that many candidates neither withdraw from e-counselling nor complete physical reporting and provisional admission at the institute. WBJEEB refunds the seat acceptance fee to such candidates also in line with the following rules as approved by the Competent Authority.

1. **Eligibility:** Those who paid 'seat acceptance fee' but neither completed physical reporting and provisional admission at the institute nor availed the facility of withdrawal within the stipulated period.
2. **Refund amount:** The amount paid as 'seat acceptance fee' will be refunded after deducting @20% of the fee or Rs. 1000/-, whichever is less. This rule will be effective from the academic session 2020-2021 till further order.

3. **Mode of Refund:** The refund will be disbursed through NEFT/ RTGS directly to the Bank A/c as to be mentioned by the candidate in the application for refund. The Board will not entertain any request for any other mode of transaction. Also, the Board will not be responsible for any error in the refund due to erroneous Bank a/c details provided by the candidate.
4. **Schedule of disbursement of refund:** Candidates can apply any time during the year. But processing of applications and disbursement will be done twice a year only.
 - a. All applications received during September to February will be processed in March and disbursement will be done by 31st March.
 - b. All applications received during March to August will be processed in September and disbursement will be done by 30th September.
5. **The process of application and submission of documents:** Candidates need to download the attached Application Form and send the duly filled up application along with a cancelled cheque-leaf/photocopy of the page containing details of bank account, self-attested admit card, self-attested allotment letter in a closed envelop with superscribed on the top of the envelop '**Refund Application for(Name of the examination)**'. Application in other format may not be accepted.

The application has to be sent only through 'speed post' addressed to -

**The Registrar
West Bengal Joint Entrance Examinations Board
'RUPANNA'
DB-118, Sector-I, Salt Lake City, Kolkata - 700064**

6. The WBJEEB authority reserves the right to cancel /reject any application. Any dispute in this regard / refund will be settled within the jurisdiction of Kolkata.

Sd/-
**Chairman
WBJEEB**

