



Participant Relationship Section

Request for Refund of Tuition Fee University Leave / Degree Completion

Refund Policy:

- ❖ Credit hour wise clearance compulsory
- ❖ Excessive amount may be refundable

1: Fill Form for Refund of Tuition Fee

Requirements:

- ❖ Duly filled clearance form
- ❖ Father CNIC copy
- ❖ Applicant Student Card
- ❖ Applicant CNIC / B-Form Copy
- ❖ Ledger of excessive amount by OTR

Approvals:

- ❖ Get Approval from Dean
- ❖ Approval from Batch

2: Submit Application to PRS Help Desk

Requirements:

- ❖ Filled form / application along with all required documents / evidence