



SYMBIOSIS INTERNATIONAL (DEEMED UNIVERSITY)

(Established under section 3 of the UGC Act, 1956)

Re-accredited by NAAC with 'A' grade (3.58/4) | Awarded Category - I by UGC

Founder: Prof. Dr. S. B. Mujumdar, M. Sc., Ph. D. (Awarded Padma Bhushan and Padma Shri by President of India)

SIU/U-11/2020/1714

Dated 18 May, 2020

CIRCULAR 16 OF 2020

(In view of COVID-19 Pandemic)

**Admissions, Online Teaching-Learning, Cancellations of Admission,
and Refund of Fees for the Post Graduate Programmes
[Other than MBA and MA (MC)]
(For Academic Year 2020-21)**

1. Introduction

Covid-19, the global pandemic has created unprecedented uncertainties and disruptions. Education Sector has been one of the worst victims of this pandemic. However, historically, such uncertainties have encouraged humankind to invent and re-invent itself to continue the ecosystem.

Symbiosis International [Deemed University] has been at the forefront of the pro-active measures to ensure safety of its students and continuity of learning. The steps initiated by the University, as have always been consistent with the Guidelines / Directives of Government / Regulatory Bodies. While it is crucial to follow measures taken by the Government to contain the spread of COVID-19, we are optimistic that the present situation will improve gradually. Cognizant of the importance of continuing the educational process, making effective use of technology the University has decided upon other available options to engage the students in an effective and a constructive manner.

Based on the Guidelines issued by the University Grants Commission dated 29th April 2020 and Calendar issued by AICTE for the academic year 2020-21, SIU has charted out a plan with respect to Admissions, Online Teaching-Learning for the Post Graduate Programmes and Refund of Fees to the candidates in the event of cancellation of admissions in the Academic Year 2020-21 and the University is hereby notifying Circular for Admissions, Online



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Teaching-Learning, Cancellations of Admission, and Refund of Fees for the Post Graduate Programmes for the Academic Year 2020-21 with following objectives:

- i. Ensuring good health, safety and security of the students, faculty and staff.
- ii. Facilitating the students to participate in further academic processes.

2. Admissions to the First Year, Post Graduate Programmes, for the Academic Year 2020-21:

The admission process is ongoing and the details are available on the websites of the respective Constituent Institutes

3. Teaching- Learning through Online mode

Symbiosis International (Deemed University) (SIU) has a robust IT infrastructure and its faculty members are adept at using appropriate tools for the teaching-learning process. In anticipation of an extended lockdown and uncertainty in the starting of the Academic Year 2020-21 this time as per the schedule; therefore, to avoid the academic and time loss of students, SIU has geared up to adopt online mode of teaching / learning. The University has decided to engage students by using the synchronous and asynchronous mode of online teaching-learning. The faculty members have been advised to interact with all students in online sessions to resolve the doubts and problems of students. The teachers have designed and developed content to be delivered online (both synchronous and asynchronous) and will include online assignments and assessments. Students will also be given access to the rich, online library resources to support their learning. The students who are engaged in preparation of their final examinations will be able to access these online contents as per their convenience from our LMS system and interact with our faculty.

It is also to be noted that the Academic Year 2020-21 may get extended in order to ensure robustness of the academic delivery.

4. Schedule for Post Graduate programmes [other than MBA and MA(MC)] :

University has charted out a schedule of various processes as given in the Table: 1 for its Post Graduate programmes for the Academic Year 2020-21

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Table:1

Last date of Admission, Date of Commencement, Date of starting Online Teaching for Post-Graduate Programmes [other than MBA full time / MA (MC)] for the Academic Year 2020-21

Sr. No.	Name of Constituent	Name of the Postgraduate programme	Last date of Admission	Date of Commencement	Date of starting Online Teaching
1	Symbiosis Law School (SLS), Pune	Master of Laws (LL.M.)	5 th August, 2020	6 th August, 2020	21 st July, 2020
2	Symbiosis Law School (SLS), NOIDA	Master of Laws (LL.M.)	5 th August, 2020	6 th August, 2020	21 st July, 2020
3	Symbiosis Law School (SLS), Hyderabad	Master of Laws (LL.M.)	5 th August, 2020	6 th August, 2020	21 st July, 2020
4	Symbiosis Law School (SLS), Nagpur	Master of Laws (LL.M.)	5 th August, 2020	6 th August, 2020	21 st July, 2020
5	Symbiosis Institute of Computer Studies and Research (SICSR)	Master of Science (Computer Applications)	5 th August, 2020	6 th August, 2020	21 st July, 2020
6		Master of Science (System Security)	5 th August, 2020	6 th August, 2020	21 st July, 2020
7	Symbiosis Institute of Health Sciences (SIHS)	Master of Science (Medical Technology)	5 th August, 2020	6 th August, 2020	21 st July, 2020
8		Master of Public Health (MPH)	5 th August, 2020	6 th August, 2020	21 st July, 2020
9		Master of Science (Nutrition & Dietetics)	5 th August, 2020	6 th August, 2020	21 st July, 2020



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10	Symbiosis School of Biological Sciences (SSBS)	Master of Science (Biotechnology)	5 th August, 2020	6 th August, 2020	21 st July, 2020
11	Symbiosis School of Economics (SSE)	Master of Science (Economics)	5 th August, 2020	6 th August, 2020	21 st July, 2020
12	Symbiosis School of International Studies (SSIS)	Master of Arts (International Studies)	5 th August, 2020	6 th August, 2020	21 st July, 2020
13	Symbiosis Statistical Institute (SSI)	Master of Science (Applied Statistics)	5 th August, 2020	6 th August, 2020	21 st July, 2020
14	Symbiosis Institute of Geoinformatics (SIG)	Master of Science (Geoinformatics)	5 th August, 2020	6 th August, 2020	21 st July, 2020
15		Master of Science (Data Science & Spatial Analytics)	5 th August, 2020	6 th August, 2020	21 st July, 2020
16	Symbiosis Institute of Technology (SIT)	Master of Technology (Computer Aided Design and Manufacture)	14 th August, 2020	17 th August, 2020	17 th August, 2020
17		Master of Technology (Electronics & Tele-Communication Engineering)	14 th August, 2020	17 th August, 2020	17 th August, 2020
18		Master of Technology (Computer Science and Engineering)	14 th August, 2020	17 th August, 2020	17 th August, 2020
19		Master of Technology (Geoinformatics and Surveying Technology)	14 th August, 2020	17 th August, 2020	17 th August, 2020



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5. Cancellations of Admission and Refund of fees:

In consonance with the notification issued by UGC regarding refund of fees in October 2018, the University had issued a notification on rules for refund of fees and non-retention of original certificates in January, 2019 and the same was published in our prospectus; and is reproduced below for convenience of the students.

If a student applies to withdraw/ cancel his/ her admission from the programme of study in which he/ she is enrolled, the Constituent Institute/ Department concerned shall follow the following five-tier system for the refund of fees remitted by the student.

Table:2

Refund of fees where the last date of admission is 5th August,2020

Sr. No	% of refund of fees *	Point of time when the notice of withdrawal of admission is received in the Constituents / University	Actual Date on which the withdrawal of admission is received in the Constituents / University
1	100%	15 days or more before the formally-notified last date of admission	Till 21 st July, 2020
2	90%	Less than 15 days before the formally-notified last date of admission	From 22 nd July, 2020 to 5 th August, 2020.
3	80%	15 days or less after the formally-notified last date of admission	From 6 th August, 2020 to 20 th August, 2020.
4	50%	30 days or less, but more than 15 days after the formally-notified last date of admission	From 21 st August, 2020 to 4 th September, 2020.
5	00%	More than 30 days after the formally-notified last date of admission	From 5 th September, 2020





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Table:3

Refund of fees for M.Tech. programmes where the last date of admission is 14th August,2020

Sr. No	% of refund of fees *	Point of time when the notice of withdrawal of admission is received in the Constituents / University	Actual Date on which the withdrawal of admission is received in the Constituents / University
1	100%	15 days or more before the formally-notified last date of admission	Till 30 th July, 2020
2	90%	Less than 15 days before the formally-notified last date of admission	From 31 st July, 2020 to 14 th August, 2020.
3	80%	15 days or less after the formally-notified last date of admission	From 15 th August, 2020 to 29 th August, 2020.
4	50%	30 days or less, but more than 15 days after the formally-notified last date of admission	From 30 th August, 2020 to 13 th September, 2020.
5	00%	More than 30 days after the formally-notified last date of admission	From 14 th September, 2020

***Note:**

- In case of (1) in the Tables 2 & 3, the University shall deduct an amount not more than 5% of the fees paid by the student, subject to a maximum of Rs. 5,000/- as processing charges from the refundable amount.
- Fees shall be refunded by the University to an eligible student within 15 days from the date of receiving a written application from him/her in this regard.



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6. Hostel and Mess Fee:

In respect of hostel and mess fee, the calculation will be done at the end of the academic year 2020-2021, depending on the number of months of occupancy as compared to the previous years and the excess amount, if any, will be adjusted/refunded accordingly.

- The notification No. SIU/28/ 798 dated January 16, 2019 regarding refund of fees and non-retention of original certificate will be applicable.


Dr. M.S. Shejul
Registrar

