

MBA, EMBA & MS-SDSB Fee Refund Policy FY 2025-26

1. Admission Cancellation

- In case an applicant's admission is cancelled by LUMS due to any reason including failure in meeting the requirements mentioned in the offer letter, he/she shall be entitled to get refund for tuition fee, semester registration, security, SOP, reading material and hostel/residence fee refund; however, **admission fee will not be refunded.**

2. Separation Refund Policy

- If a student is separated from the program by the university for academic reasons and has deposited the dues for the next semester, all such dues deposited will be refunded.
- If a student is separated from the program because of disciplinary reasons or reasons other than academic, the dues deposited by him/her for the current semester will not be refunded. However, if for some reason, the decision is delayed till the next semester and the student has already paid the dues for the next semester, such dues will be refunded.

3. Withdrawal from the Program:

- In case a new student finds it necessary to withdraw from the Program before the commencement of classes, he/she must inform the Office of Admissions (admissions@lums.edu.pk) in writing.
- In case a student finds it necessary to withdraw from the Program after the commencement of classes, he/she must inform the relevant program coordinator and Registrar Office at helpdeskro@lums.edu.pk in writing.
- Upon withdrawal from the program the following refund policy will apply:

Fee Component	Deadline	Amount of Fee Refund
Admission Fee	Non-Refundable	
Admission Security	Fully Refundable	100%
Tuition Fee	Before the commencement of classes	100%
	Upto 10th day of commencement of classes	100%
	Upto 15th day of commencement of classes	80%
	Upto 20th day of commencement of classes	60%
	Upto 30th day of commencement of classes	50%
	31st day onwards of commencement of classes	Non-Refundable
Semester Registration Fee	Semester Registration Fee is 100% refundable minus (-) the days a student remained part of the MBA/EMBA/MS-SDSB program	Refundable for the remaining no. of days of the semester
Reading Material	Before the commencement of classes	100%
	After the commencement of classes	Non-Refundable
SOP / SIM	Before the start of SOP/SIM	100%
	After the start of SOP/SIM	Non-Refundable
Hostel/Residence Fee	Hostel/Residence fee is 100% refundable minus (-) the days a student has availed hostel facility	Refundable for the remaining no. of days of the semester

- In case of deferment, suspension, semester-off/withdrawal and course(s) drop, the Fee Refund Policy as mentioned in the Graduate Student Handbook shall apply.
- Finance office shall communicate the fee refund policy along with the relevant deadlines to returning students before the commencement of each semester.
- The University reserves the right to change its policies and fee structure at any time.
- Amount will be refunded within 3 weeks upon receipt of refund application along with all required documents.
- In case of any query regarding fee, please contact us at helpdeskfinance@lums.edu.pk