



Advanced Placement Exam Cancellation & Refund Policy 2023-24

1. A candidate may request a refund of the fee for the Advanced Placement in accordance with the below-mentioned refund policy.
2. Kindly note that the refund, if approved, will be strictly as per the refund policy mentioned below and will be completed within 3 weeks after the receipt of the request.
3. The discretion of the refund remains with the authorities at AP Exam test centre.
4. **The exam cancellation/refund request should be emailed only to the AP Coordinator at ap-advisor@stkabir.co.in.**

Refund Policy

Registration Window 2 (December 1, 2023- March 1,2024)

- i.) 25% of the exam fee will be retained and the remaining amount shall be refunded if the registration is done between 1st Dec 2023 – 1 March 2024 and a cancellation request is received by the centre by 1st March 2024
- ii.) 50% of the fee per exam, will be retained, subject to the condition that the request is sent to the centre after 1st March 2024 but no later than 5th March, 2024.

Thereafter, no request for a refund shall be entertained for cancellations or no-shows.