



SHAPING FUTURES. BUILDING LEGACIES

**ST KABIR  
PUBLIC SCHOOL**

SECTOR 26, CHANDIGARH, 160019



## Advanced Placement Exam Cancellation & Refund Policy 2024-25

### REFUND POLICY

#### Registration Window 1 (September 15- November 12, 2024)

- 25% of the exam fee will be retained and the remaining amount shall be refunded if the registration is done between 15th September 2024 – 12th November 2024 and a cancellation request is received by the center by 12<sup>th</sup> November 2024
- 50% of the fee per exam will be retained, subject to the condition that the request is sent to the center after 12th November 2024 but no later than November 13, 2024.
- Thereafter, no request for a refund shall be entertained for cancellations or no-shows.

#### Kindly ensure that:

1. refund, if approved, will be strictly as per the refund policy mentioned above and will be completed within 3 weeks after the receipt of the request.
2. discretion of the refund remains with the authorities at the AP exam test center.
3. exam cancellation/refund requests should be emailed only to the AP Coordinator at [ap-advisor@stkabir.co.in](mailto:ap-advisor@stkabir.co.in).