



Dated: 05/06/2026

NOTICE

RULES FOR WITHDRAWAL/ CANCELLATION OF ADMISSION

Sl. No.	Percentage of Refund of Fees	Point of time when notice of Cancellation / Withdrawal of admission is received by NUSRL, Ranchi
1.	100%	If the student files an application for withdrawal of admission 15 days after the last notified date of admission.
2.	90%	If the student files an application for withdrawal of admission less than 15 days after the last notified date of admission but within 30 days after it.
3.	80%	If the student files an application for withdrawal of admission between 31 days and 60 days after the last notified date of admission.
4.	00%	If the student files an application for withdrawal of admission 61 days or more after the last notified date of admission.

In case of (1) in the table above, the University shall deduct an amount of 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. The Last notified date of admission for B.A. LL.B.(Hons.), B.B.A. LL.B.(Hons.) and LL.M. for Academic Year 2026-2027 in our University will be as per guidelines issued for each notification/ list against seats allocated by CLAT Consortium(1st to 5th provisional allotment list) to NUSRL, Ranchi shall be 30th May, 2026 (last date for fee payment for fifth and final list by CLAT 2026 is the last notified date for admission for purpose of withdrawal and refund).

The Last notified date of admission for B.A. LL.B.(Hons.), B.B.A. LL.B.(Hons.) and LL.M. for Academic Year 2026-2027 in our University will be as per guidelines issued for each notification/ list **against vacant seats. (For example; the first list of vacant list if published on 19th June, 2026 and the last date for fee payment is 23rd June, 2026, then the last notified date for admission for first list shall be 23rd June, 2026. The same principle shall be followed in case of notification for each list against vacant seats.)**

- Any candidate who has been granted admission in any round and if she/he wants to withdraw/cancel their admission, she/he will have to cancel the same through the email to registrar@nusrlranchi.ac.in from the email id registered on CLAT website at the time of CLAT application/ by submitting the signed copy of the physical claim letter addressed to The Registrar, NUSRL Ranchi via Speed Post.
- The request should be supported with the following document for further processing of the same at our end. Subject to rule regarding last notified date of admission as stated above, the date of consideration of claim for the purpose of refund will be counted from the date of receipt of withdrawal request with all supporting documents as per university norms.
- Cancellation of admission via **phone/in any other manner except as stated above will not be considered.** The e mail shall be addressed to the mentioned below: -

The Registrar

NUSRL, Ranchi

At- Nagri, PO- Bukru, PS- Kanke, Knake Pithoria Road, Kanke, Ranchi, Jharkhand, Pin- 834006

- Claim/Withdrawal Letter mentioning all details.
 - Proof of Bank Account Information (Cancel Cheque or Photocopy of Bank Passbook etc.)
 - Proof of Payment at NUSRL, Ranchi & **CLAT-2026**.
 - All Correspondence related to admission and **CLAT-2026** (if any).
 - Your contact number and email address.
 - CLAT Score card & Admit Card.
- Once, a candidate cancels her/his candidature, her/his name will be removed from the merit list and no further chance of re-admission/re-registration will be given.
 - In case of any cancellation/ withdrawal of admission by the admitted students, the refund will be made as per refund Policy adopted by the University.
 - The refund process will be initiated after 30 days.

Refund Policy: University will follow the Refund Policy as specified by Bar Council of India from time to time.

Note: The University shall have the right at any time to change or modify the above rules & University decision shall be final in this regard. In case of further queries, please contact Mr. Gajendra Narain Singh, Contact No. - +91-8580322072.

**Assistant Registrar (I/C)
NUSRL, Ranchi**