



Vishweshwar Education Society's
**WESTERN COLLEGE OF COMMERCE
& BUSINESS MANAGEMENT**



ISO 9001:2015 Certified | Affiliated to University of Mumbai & Recognized by the Govt. of Maharashtra
Best NSS Unit Award | NCC 3 Maharashtra Battalion, Mumbai, Group A
80G Registration No. AAATV2177MF20214 Dated 28.05.2021

Plot No. 2, Sector 9, Sanpada, Navi Mumbai - 400 705 • Tel.: +91 22 2775 0237 / +91 22 2775 3226 / 7 / 8
Mob.: +91 86578 60727 / +91 86578 60712 • E-mail : info@wccbm.ac.in

Online Fee Policies

Privacy Policy:

- **Western College of Commerce & Business Management, Sanpada, Navi Mumbai** considers the protection of your personal information important and shall take necessary care to safeguard your privacy. The students' data is saved securely and every step is taken by us to keep the data safe and out of reach of any unauthorized user.
- If you decide to access the website, your visit and any dispute over privacy is subject to this Privacy Policy and Our Terms and Conditions of use. Our Policy regarding the collection, use and disclosure, if any, of personal information is very strict and we adhere to the best of practices to guard your personal information with care.

Terms and Conditions for Online Fee Submission: -

- Online transaction charges are not part of the Fee. The following transaction charges shall be applicable as may be applied by the gateway service provider. We have endeavoured to keep the charges to the minimum and in line with the RBI policies in this regard.
- All Fee rules as given in the "Fee Policy / Form C" and other communication in this regard shall remain applicable.
- The Fee deposited through Credit Card/Debit Card/Net Banking will normally reach the account of the institution after 1-2 days of the transaction being executed online. It is the sole responsibility of the candidate to ensure that fee is deposited well in time. The institution shall not be responsible for any fee payment not settled due any reason whatsoever. The institution shall also not be responsible, if any online payment is refused or declined by the credit/debit card supplier for any reason whatsoever. The institution shall, on its part co-ordinate with the service provider to resolve the payment issues. However, the institution shall not be responsible for the transaction in any manner whatsoever and shall reserve all rights to recover the fees as applicable.
- The institution does not warrant the availability of online Fee Payment System and will not be responsible for fine exemption if the last day student fee transition fails. We strongly advise that the fees being paid through either the Offline or Online Payment System be made well before the last fee day to avoid late payment charges/penalty.

Refund / Cancellation Policy:

Technical Issue:

- In case of any technical issue due to which the payment gets deducted from the payer's account and does not show in our official ERP, the payment gateway service may take 3 to 4 working days in normal circumstances and in case there is an issue it may take 10 days or more to be resolved by the service provider before the payment is confirmed and settlement is done. Thereafter the institution account receives the payment. The payment should normally reflect in our ERP as stated above post which the receipt will be issued.
- The above will apply in respect of the fees paid vide cash/cheque/demand draft as well.

Multiple Payments Case:

- If there are double payments that have happened and the payment gateway service clearly mentions it, the Institute will refund the payment after both the payments are received in our bank account. This should normally take 7-10 working days to reflect in our bank account. Upon both the payments being received in our bank account, the institution will either return the same by way of an account payee cheque or adjust the amount to the next fee instalment as per Payer's request.
- The above will apply in respect of the fees paid vide cash/cheque/demand draft as well.

Other Payments Case:

- In all other cases where there is a discrepancy in the fee paid, the parent must directly contact the Institute and the Institute decision would be final.

Contact Address

**Western College of Commerce & Business Management,
Plot No. 2, Sector 9, Sanpada, Navi Mumbai – 400 705
Phone - [022 – 2775 3226 / 7 / 8](tel:022-27753226)
Email: info@wccbm.ac.in
Website: wccbm.ac.in**

If there is no revert in case of grievance within 7 working days then mail to jayaraj@wccbm.ac.in

- You may contact us during office hours: **Timings:** 10:00 AM to 4:30 PM

Relationship between website and legal name:

- 1) **Western College of Commerce & Business Management, Sanpada, Navi Mumbai is the Institution Name.**
- 2) **Linways Technologies (P). Ltd. is the ERP provider.**

Razor Pay is the payment gateway provider for online fee payment.