THE W. B. NATIONAL UNIVERSITY OF JURIDICAL SCIENCES, KOLKATA

Dated: 21/05/2025

NOTICE

RULES FOR WITHDRAWAL /CANCELLATION OF ADMISSION

1. Any candidate who have 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 SAMARTH portal/email to registrar@nujs.edu 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, WBNUJS via Speed Post.
2. The request should be supported with the following document for further processing of the same at our end. The date of consideration of claim will be counted from the date of receipt of withdrawal request with all supporting documents as per University norms.
3. Cancellation of admission via phone will not be considered.

The Registrar
The W.B. National University of Juridical Science, Kolkata
"Dr. Ambedkar Bhavan"
12, LB Block, Sector-III, Salt Lake City, Kolkata- 700 106

i) Claim/Withdrawal Letter mentioning all details.
ii) Proof of Bank Account Information (Cancel Cheque or Photocopy of Bank Passbook etc.)
iii) Proof of Payment at WBNUJS Kolkata & CLAT
iv) All Correspondence related to admission and CLAT (if any)
v) Your contact number and email address.
vi) CLAT Score card & Admit Card.

4. 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.
5. 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.
6. ***The refund process will be initiated after August, 2025***.

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

Note: University shall have the right at any time to change or modify the above rules

REGISTRAR
Raja Chakraborty
Registrar
The West Bengal National
University of Juridical Sciences
Kolkata-700106