



No. NLUM/Adm/Admsn-26/817/2026/503

Dated Shillong, the 24-04-2026

NOTIFICATION

Policy on Sanctions for Non-Payment of Dues (UG/PG/PhD Students)

(A) Non-Payment of Dues

In case any student fails to remit outstanding dues within the prescribed timeline, the University may impose one or more of the following corrective measures:

(i) Levy of fine, which shall be as follows:

OUTSTANDING DUES	FINE
Less than INR 50,000/-	INR 100/- per day
INR 50,001-1,00,000/-	INR 150/- per day
INR 1,00,001-1,50,000/-	INR 200/- per day
INR 1,50,001- 2,00,000/-	INR 250/- per day
More than INR 2,00,001/-	INR 300/- per day

Notes:

(a) The fine shall accrue on a daily basis until the outstanding dues are cleared, subject to a cap not exceeding 30% of the original dues amount.

(b) Above Late Fee Fine Policy will be applicable to all students of all batches.

(c) The fine amount shall be calculated by the Accounts Section of the University and communicated to the defaulting student(s) which shall be paid by such student directly into the University's account and the receipt of such payment shall be provided by the student to the Accounts Section for payment realisation.

(ii) The Assistant Registrar – Academic/ Academic Section or any other officer designated by the Competent Authority may send a communication to the parents/guardians regarding the outstanding dues in cases of default payment.



(iii) The Examination Section may withhold the results of the defaulting student(s) as per the details provided by the Assistant Registrar – Academic/ Academic Section or any other officer designated by the Competent Authority, until outstanding dues are settled.

(iv) The defaulting student must settle all his outstanding dues within an Academic year as the outstanding dues of one Academic year shall not be carried to the next Academic year, failing which such a student maybe denied his promotion to the next higher class.

(v) The defaulting student may be denied re-registration in any subject or enrolment in any subsequent Examinations unless he submits the proof of clearing the outstanding dues at least forty-eight (48) hours before the commencement of the scheduled examination.

(vi) The University Authorities may suspend facilities such as access to library resources including remote access/online database/student ID functionalities.

(vii) The University Authorities may deny the issuance of official certifications, including internship endorsements, provisional transcripts, visa letters, demand letters for financial aid and Bar Council documentation/verification.

(viii) The University Authorities may deny the re-imbusement requests in case of participation in any University sponsored event or competition.

(ix) The University Authorities may withhold the final degree certificates, marksheets, transcript and forfeit the security deposit.

Aforementioned sanctions may be imposed only after all reasonable efforts to engage with the defaulting student(s) have been exhausted and it has been determined by the officers involved in the process, that the student is avoiding payment of outstanding dues without a justifiable reason.

(B) Waiver and Appeals

- i. Notwithstanding anything contained in this policy or any other law for the time-being in force, the Vice-Chancellor reserves the power to exempt imposition of fine or any of the sanctions for any student who demonstrates genuine financial or any other hardship.
- ii. A student may submit an appeal against the decision of the Registrar accompanied by supporting documents, to the Vice-Chancellor, whose decision shall be final and binding.

(C) Confidentiality and Ethical Enforcement



- i) All matters concerning outstanding dues and recovery actions shall be handled with due care, maintaining confidentiality in the matter.

The University shall ensure that no student is subjected to public humiliation or undue hardship in the enforcement of this policy.

By Order

Registrar

National Law University Meghalaya

Memo No. NLUM/Adm/Admsn-26/817/2026/

Dated Shillong, the

Copy to: -

1. O/o of the Vice Chancellor, National Law University of Meghalaya for kind information of the Hon'ble Vice Chancellor.
2. Academics Section, National Law University of Meghalaya for kind information and necessary action.
3. Finance Section, National Law University of Meghalaya for kind information and necessary action.
4. System Analyst, National Law University of Meghalaya for creation and updating the relevant University website page and content.
5. Office copy.

Registrar

National Law University Meghalaya