

1. TERMS AND CONDITIONS

(i) Payment Options:

***Online Card Payments:**

- Debit Card (Visa, MasterCard, Maestro)
- Credit Card (Visa, MasterCard, Maestro)

As you are aware, Visa and Master Card payments are processed through a secure online payment gateway system. You need not worry about your card information falling into the wrong hands because your bank will authorize the card transaction directly without any information passing through us. In approximately 25-30 seconds (depending on your internet connection) your bank will issue, using the online payment gateway, an authorization code and confirmation of completion of transaction.

***Internet Banking :**

If you have an account in any bank within India, you can pay your fees / other payments through your bank's net banking options and the amount will be automatically debited to your account. We process the payments through an online gateway system which enables safe and secure transactions.

2. Privacy Policy:

Thanks for visiting website, and reviewing our privacy policy.

We collect no personal information, like names or addresses, when you visit our website. If you choose to provide that information to us, it is only used to fulfill your request for information.

We do collect some technical information when you visit to make your visit seamless. The section below explains how we handle and collect technical information when you visit our website.

- The Internet domain of your service provider and IP address is a number that is automatically assigned to your computer whenever you're surfing the web) from which you access our website.

- The type of browser (such as Firefox, Netscape, or Internet explorer) and operating system (Windows, Linux) used to access our site.
- The date and time you accessed our site.
- The pages/URLs you have visited and
- If you reached this website from another website, the address of that referring website.

This information is only used to help us make the site more useful for you. With this data, we learn about the number of visitors to our site and the types of technology our visitors use. We never track or record information about individuals and their visits.

3. Products & Services and their Pricing:

Sr.No	Type of Transaction	Fees
1	Credit Cards Transaction Processing Fee (Visa/master)	1.50% of transaction values.
2.	Net-Banking processing Fee	Rs.20/- of transaction value
3.	Debit Cards Transaction Processing Fee (Visa/master/Rupay)	0.0% of transaction value below Rs.2000/-
4	Wallet/Cash Card Transaction Processing Fee	1.50% of transaction value
5.	UPI transaction processing Fee	0.00% of transaction value below Rs.2000/-

Terms of Payment:

GST and other tax/ taxes if any applicable, will be charge in addition.

4. Refund and Cancellation Policy:

The application form fee is non refundable.

What are the cancellation / amendment charges?

Cancellation and/or amendment of confirmed admission fees shall at all times be subject to levies as per the refund policy of college. Any cancellation/amendment levies shall be borne by you.

Note: Unless expressly stated otherwise, refunds shall be processed only through personal contact with college or through e-mail.

5. Contact Us:

West Guwahati Commerce College

Maligaon, Baripara, Pandav Nagar

Guwahati - 781012

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