

Keystone Refund Policy

(Academic Year 2027-28)

Keystone is founded by Educators with more than 20 years of experience and is committed to do what is right for the student. Keystone has been trusted by 40000+ alumni and 6000+ students in the current year.

Keystone believes that the **REFUND POLICY** of any institute reflects the **Asli DNA** of the institute. It reflects the confidence they have on their system and also the flexibility it wants to offer to the students.

Even though Keystone has ensured academic excellence for over 40,000 students over the years, it recognizes that every student is unique. Despite the proven success of its pedagogy, Keystone understands that a student may still wish to withdraw admission mid-year for personal or unforeseen reasons.

Discovery Period - 100% Refund

At Keystone, **100% refund means 100%** — no tuition fee deductions, handling charges, or hidden costs. The **15-day Discovery Period** begins from the **date of admission or batch commencement, whichever is later**.

Students must attend the batch and submit the Refund Form within these 15 days to be eligible. Refunds will be processed **after completion of the Discovery Period**. Requests made **before attending the batch or from the 16th day onwards will not be eligible**.

Refund Calculation

For Students Enrolled in 2027-28 (1-Year Program)

Period (From the commencement of the Batch)	Refund % (If Committed Fees are Fully Paid)	Liability % (If Committed Fees are Pending to be paid)
0 - 15 Days	100%	0%
15 - 29 Days	75%	15%
30 - 59 Days	50%	50%
60 - 89 Days	25%	75%
After 90 days	No refund	100%

॥ यश प्राप्तिः, अस्ति नियतिः॥

OFFICE ADDRESS:

102, Ashirwad Paras, Near Corporate Road, Prahladnagar, Ahmedabad 380015

Todd Care | Grades: 4 to 12 | 35+ Centers | 40,000+ Alumni

For Students Enrolled in 2027-29 (2-Year Combo Program)

Period (From the commencement of the Batch)	Refund % (If Committed Fees are Fully Paid)	Liability % (If Committed Fees are Pending to be paid)
01 - 15 Days	100%	0%
16 - 45 Days	95%	5%
46 - 75 Days	85%	15%
76 - 105 Days	75%	25%
106 - 135 Days	50%	50%
136 - 165 Days	40%	60%
166 - 195 Days	30%	70%
196 - 225 Days	20%	80%
225+ Days	0%	100%

Process for Refund Request

- To initiate a refund request, kindly request an appointment to meet with the designated Branch Head or Counsellor.
- Fill and Submit the Refund Form at the branch providing student details and bank account information for refund. (Refunds will be done via account transfer only; no cash/cheque).
- Refund approval will be communicated in the student's MPM group. Keystone will process approved refunds within 30 working days from the date of receipt of the complete refund request.

Exceptions and Special Circumstances

Loan cases: In instances where a loan setup is in place, parents will bear the proportionate impact of interest.

Contact

For refund-related queries, Kindly contact Branch Head or Counsellor.

Final Rights & Policy Governance

- Keystone reserves the final rights to determine the refundable amount.
- Keystone may revise this policy prospectively, The version in force on the date of refund form submission will apply.

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