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When you visit and navigate our sites and when you communicate with us via our sites, we will not collect personal information about you unless you provide us that information voluntarily. Any non-public personal information that you may provide via our sites will be used solely for the purpose stated on the page where it is collected. (In some cases and in all cases where required by law or regulation, you will be able to update the information that you provide to us either by sending us an e-mail or, where you have established personal profiles with us, by updating your profile online. Please refer to the specific pages where data is collected for more information.

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The University welcomes comments or questions about its Website and has provided email ids for that purpose. If you wish, you may contact the University instead via non-cellular telephone at the numbers provided at various locations on this Website.

The e-mail address you submit to receive information from JGND PSOU will never be disclosed to any third party. All email that you receive will be from the domain names www.psou.ac.in

JGND PSOU has adopted and adheres to stringent security standards designed to protect nonpublic personal information at this Website against accidental or unauthorized access or Disclosure. Among the safeguards that JGND PSOU has developed for this Website are administrative, physical and technical barriers that together form a protective firewall around the information stored at this site.



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Through the university website, the JGND PSOU seeks to assist students in making informed choices about their education needs and connect with course providers. Students are strongly advised to visit the UGC Distance Education Bureau website to check details such as the status of approval/recognition of universities and institutes and their territorial jurisdiction before enrolling for any course. The UGC has from time to time issued advisory notifications in the interest of students. Students are strongly advised to read these notifications at http://www.ugc.ac.in/deb/notices.html and take a considered decision before enrolling for any course. The student will pay the prescribed fees directly to the University.

### **Terms & Conditions**

By submitting an enrolment form and payment or purchase order to enroll in any of the courses offered by JGND PSOU, the student agrees to abide by the terms and conditions mentioned therein. Please read this document carefully. If you do not accept these Terms & Conditions, your admission to the course will be considered null and void. By agreeing to the Terms and Conditions, you are indicating your acceptance to be bound by these Terms & Conditions. JGND PSOU is the owner of the brand JGND PSOU and it reserves the right to revise its Terms & Conditions from time to time.

# **Refund / Cancellation Policy**

The above said policy will be governed by the notification issued by Regulatory body from time to time regarding the fee refund to the students.

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- 1. You may not copy or duplicate the video lectures/session/file in any manner.
- 2. You may not use the video lectures/session/file for training or in a way that substitutes for purchase of the video product.
- 3. You are agreeing that your registration to the course is a binding agreement to use JGND PSOU's video lectures/session/file for personal learning purposes only.

Unauthorized access, copying, distribution, modification, display, reproduction or other unauthorized use of copyrighted works that includes video lectures/session/file and other such course-related material by you may constitute an infringement of the copyright holders' rights and may result in civil litigation and criminal prosecution.

It is expressly understood and agreed by you that in the event of any dispute, the Courts in Patiala, Punjab, India shall have exclusive jurisdiction.

### Shipping

At JGND PSOU the SLMs of different courses are made available under the Learner Management System. JGND PSOU provides printed material to those students who pay a fee fixed in this regard and the study material is sent at the given address of the students. The JGND PSOU makes available all types of SLM through the Learning Management System



(LMS) for the students of the university and LSC. The full cost of the shipping will be charged for International shipping made by the University for any stakeholder of University.

### Pricing

JGND PSOU is a service organization which provides academic service to the students. Fee Structure of different courses is first of all decided by the Academic Committee and thereafter it is approved by the Academic Council and various other statutory bodies of the university. The fee structure of all courses is available on the University website.

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The results of examinations uploaded on the website are only tentative and not final. The finalmarks of a student shall be those as borne on the official mark-sheet/ statement of marks issued to the student. The university will not be responsible for any error that exists in the marks of a student, which are available on the website.



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