

### Instructions of Withdrawal of Offer Acceptance MBA (HA&HM) 2023-25

1. Candidate will visit the IIM Jammu Website and login to the Admission Portal. ([Click here to login to Admission Portal](#))
2. Candidate fills the below mentioned information
  - a. CAT ID
  - b. Date of Birth
  - c. Email Id
  - d. Capcha
3. Candidate will click on the “**Withdrawal**” button.
4. Click on “**Send OTP**” to receive the OTP on your registered Mobile Number.
5. Candidate enters the OTP and Click on “**Verify**”. System will validate the OTP.
6. Candidate enter following details:
  - a. Reason of Withdrawal in **DROP DOWN –**
    1. **Offer from other IIM**
    2. **Offer from other Business School**
    3. **Personal reasons**
  - b. Date of Payment of Offer Acceptance fees paid by candidate
  - c. **Collection ID** mentioned in the receipt of Payment of Offer Acceptance fees paid by candidate
7. Candidate fills the Bank details: -
  - a. Bank Name
  - b. Bank Branch Name
  - c. Bank Accounts No.
  - d. Bank IFSC code
8. Click on “**Update**” button and then click on “**Final Submit**” button.
9. Click on “**OK**” to accept the confirmation alert message and proceed.
10. Message will be displayed on the screen:

“Your application for withdrawal of Offer Acceptance has been received on date \_\_\_\_\_ at time \_\_\_\_\_. This is under process with the admissions department. The payment of refund\* will be credited in the entered bank account after deducting Rs. 1000 as processing charges, if eligible based on offer acceptance and Term I withdrawal policy.

\* Your withdrawal will be processed from the date of withdrawal request made and as per MBA (HA&HM) admission policy of IIM Jammu.