


# Instructions to register for fee payment :

## Step 1

Click '**Register**' link to register yourself with the following details.

\* marked fields are mandatory.


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Login

Home / Registration

**Select School/Inst. \***

**User Name \***

**Password \***  

**Confirm Password \***

**Parent Name**

**Student Name**

**Adm.No/EnrollmentNo. \***   
[e.g. SS-9999, SKT-9999, PP-9999, NDA-9999, FBD-9999 etc...]

**Email \***

**Mobile No**

After successful registration you will get an email with login details.

## Step 2

Click '**Login**' link to login to the system using your 'username' and 'password' .

After successful '**Login**' you will get the following screen with '**Fee Bill**' button to pay fees online and '**Transport Charges**' button to pay transport charges online.

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Change Password  
Logout

Home / MyInfo

User Name	Parent Name	Adm.No/EnrollmentNo.			
adc1	Anindya Dutta Choudhury	SKT-4291			<input type="button" value="Fee Bill"/> <input type="button" value="Transport Charges"/>

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### Step 3

Click **'Feebill'** button to get the following screen. Click **'PayNow'** button to pay the Fee amount and you will be redirected to PayU Payment Gateway site for further instructions to pay online.

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Change Password  
Logout

MyInfo / Fee Bill

User Name	adc1
Parent Name	Anindya Dutta Choudhury
Adm.No/ EnrollmentNo.	SKT-4291

Fee Bill Id	Fee Bill Date	Period From	Period To	Adm.No./Enroll.No.	Student Name	Class/Batch	Sec/Sem	Fees	Total Due	Status
SKT-F101902	01/01/2017	01/01/2017	31/03/2017	SKT-4291	ANANTA DUTTA	VIII	B	15030	15030	Status

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PayNow

### Step 4

Click **'Transport Charges'** button to get the following screen. Click **'PayNow'** button to pay the Transport Charges and you will be redirected to PayU Payment Gateway site for further instructions to pay online.

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Change Password  
Logout

MyInfo / Transport Charges

User Name	adc123
Parent Name	A VIJAYVERGIA
Admission No	4291

Fee Bill Id	Fee Bill Date	Student id	Student Name	Class	Sect	Transport Charges	Period From	Period To	TotalDue	Status
cv-F1000001	01/12/2015	4291	AARAV VIJAYVERGIA	V	A	6000	01/12/2015	29/02/2016	6000	Status

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PayNow

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### **Online Payment Transaction Charges:**

<b>1</b>	<b><i>Using NetBanking:</i></b>	<b>Charges</b>
	SBI & Associates and HDFC Bank	Rs. 15 per transaction
	ICICI Bank & Axis Bank	Rs. 10 per transaction
	Other Banks	Rs. 7 per transaction
<b>2</b>	<b><i>Using Credit Card</i></b>	1.1% per transaction
<b>3</b>	<b><i>Using Debit Card</i></b>	0.75% for transaction upto Rs. 2000 1.00% for transaction above Rs. 2000

**Note :**

1. Please provide the correct '*School Name / Institute Name*' & '*Admission No. / Univ. Enrollment No.*' of your ward during registration process.
2. Late Fine will be applicable after due date.

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