

## PAYMENT OF FEES

Fee payment booklets shall be issued to all students at the time of admission. The parents/guardians are to ensure that all entries in the booklets are correctly made so the transactions between the bank and school fund are error free.

### **MODES OF PAYMENT OF FEES**

**1. Cheque Drop Box:-** Parents/Students can drop cheques along with payment slip in drop box kept near admin office. (till 15<sup>th</sup> of the fee month)

Outstation cheques will not be accepted.

Cheques must be drawn in favour of **NAVY CHILDREN SCHOOL PORBANDAR.**

The name of the student and class, section and telephone number should be written on the reverse side of the cheque. In case the cheque is returned from the Bank due to any reason, such cases will be liable for disciplinary/legal action and penalty of Rs. 250/- will be levied.

In case of loss of Fee Payment Booklet duplicate copy for the same shall be issued on payment of Rs. 20/-

Stamped receipt will be sent across within five working days along with wards in the school ALMANAC.

### **2. Online Mode (Through Campus Care)-**

Open Browser and enter the URL [ie.ncspcampuscare.in](http://ie.ncspcampuscare.in)

Select the Parent Portal Menu & Fill the login credentials.

Click on Online Payment menu provided in the Parent Portal.

Step1: Choose instalment you want to pay.

Step 2: Verify the amount and click on **“Proceed or Pay”** button.

Step 3: Verify you Email ID & Contact No.

Step 4: Click on **“Pay”**

Step 5: Select the **“Payment Mode”** on payment gateway and the fill the payment details.

Step 6: Click on **“Pay”** for Final Payment.

### **3. Direct NEFT Payment-**

The charges applicable to the parents for online fee payment (Campus Care and NEFT payment) are as under:-

| Ser | Description | % of Transaction value or Amount |
|-----|-------------|----------------------------------|
|     |             | (To be paid by Parent)           |
| (a) | NEFT        |                                  |

|     |                                      |              |
|-----|--------------------------------------|--------------|
|     | (i) Upto Rs. 1.00 lakh               | Rs. 5 + GST  |
|     | (ii) Above Rs. 1 lakh to Rs. 2 lakhs | Rs. 15 + GST |
| (b) | Net Banking                          | Rs. 20 + GST |
| (c) | Debit Cards                          |              |
|     | (i) Upto Rs. 2000/-                  | NIL          |
|     | (ii) Above Rs. 2000/-                | 1.00% + GST  |
| (d) | Credit Cards (Visa, Master & Amex)   | 1.10% + GST  |
| (e) | IMPS                                 | 1.10% + GST  |
| (f) | UPI                                  | Rs 14 + GST  |

#### 4. INSTRUCTIONS OF PAYMENT OF FEES

##### Quarterly Fee Payment Schedule

| Instalment | Period    | Fee Month |
|------------|-----------|-----------|
| I          | Apr – Jun | Apr       |
| II         | Jul – Sep | Jul       |
| III        | Oct – Dec | Oct       |
| IV         | Jan – Mar | Jan       |

**LATE FEE:-** Rs. 50/- from after 30 days from due date. Thereafter, re-admission fee 200/- will be charged.