



# ST. ANDREWS SCOTS SR. SEC. SCHOOL

(GOVT. RECOGNISED & AFFILIATED TO C.B.S.E., NEW DELHI)

9th Avenue, I.P. Extension (Patparganj), Delhi - 110092

Website: [www.standrewsdelhi.com](http://www.standrewsdelhi.com) E-Mail: [standrewsdelhi@gmail.com](mailto:standrewsdelhi@gmail.com)

Dear Parent

We are delighted to inform that our school has introduced the facility of paying fee online from April 2020. Kindly note the following for hassle free transactions:

## Payment Modes:

- You can pay online using your **Net Banking, Credit Card, Debit Card & UPI**
- The following charges for above facilities will be applicable.

<u>Mode</u>	<u>Charges</u>
1. <b>Net Banking</b>	<b>Rs. 18 + GST</b>
2. <b>Credit Card</b>	<b>1.10 % + GST</b>
3. <b>Debit Card</b>	<b>1.10 % + GST</b>
4. <b>Rupay</b>	<b>NIL</b>
5. <b>UPI</b>	<b>NIL</b>

\*Above charges are subject to change as per Bank's norms.

## Payment Confirmation:

- Depending on the mode of payment used, after you make the payment it will take 3 to 4 business days (at the max) for the payment to start reflecting in financial systems of the school.
- A payment confirmation message **via SMS** will be sent to the parent.
- If you do not receive payment confirmation message from the school, it is advised to check with your Bank immediately.

## Late Fee Deposit

The online fee payment system will keep record of the date on which you will initiate fee payment. If this date falls after the fee payment deadline decided by the school, you will be charged a late payment fee as per already shared schedule.

## The Online Payment Process

Given below is the step-by-step process for a hassle free online fee payment experience:

1. Please visit our website [www.standrewsdelhi.com](http://www.standrewsdelhi.com).
2. On the top right corner please select **Online Fee Payment**.
3. Enter **admission number** of the student as per the school records and click to get the bill.
4. Check particulars and click '**Pay**'.
5. You will be redirected to payment gateway.
6. Choose the **mode of payment**.
7. Click on '**Make Payment**'.
8. After the payment is received successfully you will be able to print the receipt on confirmation page.

PRINCIPAL