

# Terms and Conditions for Fee Payment

## 1. Mode of Payment

- Fees can be paid through Online Payment Gateway, Net Banking, Debit/Credit Card, UPI, or by visiting the school office (as applicable).
- Cash payments, if accepted, must be made at the designated school counter only.

## 2. Fee Structure

- The fee structure is notified in advance and is subject to change as per the decision of the Management/School Committee.
- Parents/Guardians are required to pay the fees as per the schedule provided by the school.

## 3. Due Dates & Late Fee

- All fees must be paid on or before the due date mentioned in the fee schedule.
- A late fee/fine may be charged for payments made after the due date, as per the school's policy.

## 4. Refund Policy

- Fees once paid are generally **non-refundable**.
- In exceptional cases such as double payment or technical error, the refund will be processed after verification within [7] working days.

## 5. Receipt of Payment

- An official receipt/confirmation will be generated for every fee payment. Parents must retain the same for future reference.

## 6. Technical Issues in Online Payment

- The school shall not be responsible for any technical issues arising at the bank/payment gateway end.
- In case of deduction without receipt generation, parents are requested to contact the school accounts office with transaction details for verification.