

# FEES DEPOSIT RULES

1. Monthly fee will be collected in two modes.

a. ECS Mode

**b. Online Payment (Net Banking) Account Name - NARULA  
PUBLIC SCHOOL Account Number - 918010110693575 IFS  
Code - UTIB0000546**

Payment Reference ID & Student's name is required to be submitted for updating fee status within 5 days from the date of payment.

2. All fee is payable in advance by the 10th of every month.
3. If the fee for a month is not paid by the 10th, a late fee fine @ Rs.10/- per day will be charged and if the fee is not paid by the last day of the month, the name of the student will be struck off the rolls. Re-admission will be allowed as per the discretion of Principal & after paying re-admission charges.
4. If school fee is paid after 10th of a particular month, late fee fine as per calculation is to be added in the fee amount of the succeeding month. Intimation SMS will be sent to the parents.
5. If any fee amount paid by ECS is returned /dishonored, the same will be treated as 'NON-PAYMENT OF FEE'. A fine of Rs. 250/- will be imposed in addition to the above mentioned fine.
6. Parents will keep the fee card and produce it when required by the school for some reference.
7. Parents are not allowed to make any change in the printed fee structure of the Fee Card. All doubts regarding the payment of dues can be clarified by contacting the school Accounts office.
8. Duplicate Fee Card can be issued on payment of Rs.100/- after obtaining a certificate from the parents about the loss of the previous one.
9. When a change of residence takes place, it should be reported to the school office in writing for record.
10. A month's notice in writing must be given before parents wish to withdraw their ward from school or a month's fee paid in lieu of notice.