Dear Parents, please go through the revised fee structure and schedule for the academic year 2020-21.

Revised Fee Structure & Schedule : 2020-21

Considering the financial constrains arising from the pandemic COVID-19, a second revision of the fees is approved and made effective with immediate effect. New schedule and respective fee is given below:

Revised Fee Structure and Schedule : 2020-21													
Date of Payment	LKG	UKG	Std I	II	III	IV	V	VI	VII	VIII	IX	X	XI	XII
Term 01 - July	300	300	1750	1750	1750	1750	1750	750	750	750	750	750	1850	750
Term 02 - August	4320	4320	4185	4185	4185	3960	3960	3860	3860	3860	4005	4005	4735	4735
Term 03 - September	4320	4320	4185	4185	4185	3960	3960	3860	3860	3860	4005	4005	4735	4735
Term 04 - October	4320	4320	4185	4185	4185	3960	3960	3860	3860	3860	4005	4005	4735	4735
Term 05 - November	4320	4320	4185	4185	4185	3960	3960	3860	3860	3860	4005	4005	4735	4735
Term 06 - December	4320	4320	4185	4185	4185	3960	3960	3860	3860	3860	4005	4005	4735	4735
Term 07 - January	4320	4320	4185	4185	4185	3960	3960	3860	3860	3860	4005	4005	4735	4735
Term 08 - February	4320	4320	4185	4185	4185	3960	3960	3860	3860	3860	4005	4005	4735	4735

For the purpose of comparison, fee structure announced in the month of February 2020 is given here for your easy reference.

Fee and Schedule as Informed in Feb 2020 (not in effect now)													
Date of Payment	LKG	UKG	Std I	II	III	IV	V	VI	VII	VIII	IX	X	XI	XII
Term I - May 10	5300	5300	12750	12750	10250	10250	10250	6250	6250	6250	6250	6250	1850	4250
Term II - July 10	8825	8825	8280	8280	8280	7905	7905	7725	7725	7725	7950	7950	9300	9300
Term III - Sep 10	8825	8825	8280	8280	8280	7905	7905	7725	7725	7725	7950	7950	9300	9300
Term IV - Nov 10	8825	8825	8280	8280	8280	7905	7905	7725	7725	7725	7950	7950	9300	9300
Term V - Jan 10	8825	8825	8280	8280	8280	7905	7905	7725	7725	7725	7950	7950	9300	9300

Parents please pay attention to:
- Component of Advance Fee is totally removed from the Fee Structure of 2020-21 as informed in the month of June 2020.
- For those who may have very less Advance Fee can top up the Advance Fee at the time of requirement through online mode or through the linked account of South Indian Bank. Students of Std IX, X, XI and XII will have to pay CBSE Registration Fee at the time of CBSE registration in the month of September-October. Registration fee will be as decided by CBSE.
- Term 01 will be generated immediately and if there is enough balance in Advance Fee, it will be deducted from Advance Fee. Parents of all new admissions will receive a message saying that Term 01 Fee is approved – it is a requirement of the school software and you need not

pay any amount as Term I Fee is already paid at the time of admission itself. If you have paid more amount as Term 01 Fee, balance of the amount will be transferred to the Advance Fee of the student. You may refer to the Advance Fee tab of the Fee menu of School Digital after the Term 01 approval.

- Terms 02 to 08 will be calculated first of the given month and the last date without fine would be 10 of respective month. Notification will be sent only through School Digital.
- Those who require a Fee Paid Certificate will have to wait for till February 2020 for the full amount certificate.

At the same time, school is also going through financial constrains to meet its basic expenses like salary. Therefore, I would like to make an appeal to those who are financially sound to pay one or two or more years' fees in advance. All such students shall be eligible for a discount as a token of gratitude as given below until the amount is over.

Sl. No.	Min Amount	Max Amount	Discount (%)
1	INR 35,000.00	INR 50,000.00	5%
2	INR 50,001.00	INR 1,00,000.00	6%
3	INR 1,00,001.00	INR 2,00,000.00	7%
4	INR 2,00,001.00	INR 3,00,000.00	8%

Provision to pay the Advance Regular Fee is already available in the parent portal.

New Facility in School Digital

Parents can now generate the Fee Paid Certificate from School Digital. Go to the Certificate menu of the parent portal. You will be able to generate the Fee Paid Certificate of the Term Fees. Fee Paid Certificate generated from the parent portal is digitally signed with Certificate Number. If you require the Fee Paid Certificate to be physically signed and stamped, then click on the check box 'Request office seal and signature'. Please be informed that only one certificate will be issued from school per financial year. Parents can generate multiple number of fee paid certificates in a financial year, but with a limit of 2 certificates per day as of now. Limit of number of certificates per day may change later. Fee Paid Certificate will be considered valid if and only if one of the parents fills the required information and signs in the Declaration part of the Fee Paid Certificate.

To the Parents of All New Admissions
Regarding the Fee Payment System

New Admission means all those with new admission number.

As given in the Rules and Regulations, school accepts all kind of fees only either through banking system via Linked Bank Account or Online Payment System. Details are given below:

Linked Bank Account System

School has associated with the South Indian Bank for the collection of all kinds of fees from the academic year 2020-21. All parents who want to pay the fees through the Linked Bank Account, must open an account either in the name of the parent or in the name of the student (preferred) in any one of the branches of the South Indian Bank. Existing accounts

also can be used for the same. Once you open the account, please come to the school office with bank account details to fill and submit the Declaration Form. Your fees will be deducted from the account only if you submit the declaration form at the school office.

In this system, parents need to deposit the required amount in the linked account and the school will give direction to the bank to deduct the fees subject to the days and dates given in the Rules and Regulations. The automated system will transfer the amount to the school account with students details. Parents can deposit the amount to the linked account in the manner you like. Parents can deposit onetime lump sum amount to the linked account so that the account shall receive the interest as per the bank policy and the account shall have enough balance at the time of fee payment. Parents can also deposit a monthly amount to the linked account in such a way that there shall be enough amount by the time of next fee payment. Parents can deposit the amount in any of the manner like cheque deposit, online transfer or cash deposit. The statement of the bank account will also serve as a solid proof of fee payment.

There is no service charge for the Linked Bank Account fee payment.

Online Fee Payment

To pay the fees in Online mode, parents need to login to the parent login of School Digital (https://www.schod.co.in) and click on 'Pay Now' button against each applicable fees. It will work like any of other online payment system. Parents can use your online payment account, credit card or debit card for the fee payment. For online payment and credit card payment, service charge and its GST will be deducted from the parents at the time of payment. But, for debit card payments, service charge (approximately 1 %) and its GST (18%) will be deducted from the advance fee of the respective student. Deductions will reflect in the advance fee statements available in the parent login.

If you want to avoid service charge and its GST on fee payment, then please choose Linked Bank Account system for the fee payment.

Parents must choose only one method of fee payment. Paying through online and linked account alternatively can create confusions and therefore, it is strongly discouraged.

Existing Students of SH UKG & Std X of 2019-20

The students of SH UKG and Std X of the academic year 2019-20 who have joined in Grade I and XI respectively can continue with their Federal Bank account if you wish so. Many of the facilities that will be introduced in School Digital, like online Fee Paid Certificate, will be available only to those who are paying through the South Indian Bank. For others, such certificates will be available only after 7 working days after the fee payment.

Wherever be your account, either in the South Indian Bank or in the Federal Bank, you must submit a new declaration form with new admission number.

South Indian Bank Account

Parents can open an account in any of the South Indian Bank branches. You can open either a zero balance account or a regular account. If you are opening a zero balance account, you can have only 4 transactions (including deposits and withdrawals per month. Withdrawal also

means fee deduction by the bank at the direction of the school) per month. You will be fined around Rs 20/- and its tax for every transaction exceeding 4 in a month. No other facilities like SMS alert, online payment will be provided. Further, holder of the zero balance account should not have any other SB account in South Indian Bank.

Parents can open a regular account also with the mandatory account balance (Rs 5000/- as of now). A regular account will have all the facilities like online payment, ...

Document Required to Open an Account in South Indian Bank

Parents can open the account either in the name of the parent or in the name of the student. If in the name of the parent, then address proof copy, PAN Card copy and a passport size photograph are required. If in the name of the student, then it will be a joined account with the student as the account holder and parent as the operator. Documents required are passport size photograph of the parent and the student, address proof of the parent and the student, PAN copy of the parent and Birth Certificate copy of the student. Valid address proofs are Adhaar Card, Election ID Card, Passport and Driving License.

However, for detailed and authentic information regarding the bank details like opening a new account and required documents, zero balance account, minimum balance, service charges, ..., you may visit any of the South Indian Bank branches and consult the bank officials.