

**St. PAUL'S SCHOOL, HAUZ KHAS**

**Circular No. SPS/Circular/2022/05**

Dear Parents,

Kindly note the following:

1. Please use only the following payment modes for fee payment:
  - a. Online payment facility via parent portal
  - b. NACH (ECS)
  - c. Cheque payment
2. **Direct transfers such as NEFT/ UPI/ IMPS/ Paytm/ PhonePe/ GPay or any other wallet payments have been suspended, as informed through earlier circulars.**
3. Please select 'online payment' option from the menu for making payments through parent portal ([www.spscampuscare.org](http://www.spscampuscare.org)). No bank charges will be levied for any such kind of transactions.
4. **Those who have opted for NACH (ECS) for fee payment should ensure sufficient funds in their account by the 9<sup>th</sup> of every month. As per the new guidelines of the TRAI, separate monthly intimation/ sms/ notice will NOT be issued to parents in this regard.**
5. If the cheque or NACH gets dishonoured, payment will be accepted through DD/ Pay Order along with a bounce charge fine of Rs. 200/- and late fees, if any.
6. If opting cheque mode for paying fees payment, a separate cheque should be issued for each student (in case of siblings) and amount should be ascertained from parent portal before issuing the cheque. Combined cheque will not be accepted
7. Fee may be paid in advance either quarterly, half yearly or yearly.
8. Cash will **NOT** be collected at school.
9. Post-dated cheques will **NOT** be accepted.
10. If the fee is not remitted by the 10<sup>th</sup> of the following month, the name of the defaulter will be struck off from the rolls. The student may be re-admitted at the discretion of the Principal, on payment of all the arrears and a fresh admission fee.

Thanking you  
Yours sincerely,

  
Principal

07-09-2022

**St. PAUL'S PRE-PRIMARY SCHOOL, HAUZ KHAS**

**Circular No. SPS/Circular/2022/02**

Dear Parents,

Kindly note the following:

1. Please use only the following payment modes for fee payment:
  - a. Online payment facility via parent portal
  - b. NACH (ECS)
  - c. Cheque payment
2. **Direct transfers such as NEFT/ UPI/ IMPS/ Paytm/ PhonePe/ GPay or any other wallet payments have been suspended, as informed through earlier circulars.**
3. Please select 'online payment' option from the menu for making payments through parent portal ([www.spscampuscare.org](http://www.spscampuscare.org)). No bank charges will be levied for any such kind of transactions.
4. **Those who have opted for NACH (ECS) for fee payment should ensure sufficient funds in their account by the 9<sup>th</sup> of every month. As per the new guidelines of the TRAI, separate monthly intimation/ sms/ notice will NOT be issued to parents in this regard.**
5. If the cheque or NACH gets dishonoured, payment will be accepted through DD/ Pay Order along with a bounce charge fine of Rs. 200/- and late fees, if any.
6. If opting cheque mode for paying fees payment, a separate cheque should be issued for each student (in case of siblings) and amount should be ascertained from parent portal before issuing the cheque. Combined cheque will not be accepted
7. Fee may be paid in advance either quarterly, half yearly or yearly.
8. Cash will **NOT** be collected at school.
9. Post-dated cheques will **NOT** be accepted.
10. If the fee is not remitted by the 10<sup>th</sup> of the following month, the name of the defaulter will be struck off from the rolls. The student may be re-admitted at the discretion of the Principal, on payment of all the arrears and a fresh admission fee.

Thanking you  
Yours sincerely,

  
Principal

07-09-2022