

Dear Parents/Guardians,

I have pleasure in informing that keeping in view the inconvenience faced by parents for deposit of school fee in cash at bank counters and also to support the initiative of Government to make our country a cashless economy, it has been decided by school authorities that online deposit of school fee be made mandatory. Therefore, school fee for old students and new registrations will be accepted through online mode only from the session 2017-18. The procedure for online deposit of school fee is as follows:-

1. Open school's website by typing URL : [www.bhavanhd.com](http://www.bhavanhd.com)

OR

Type following URL to directly open page mentioned at point no. 3 below:

<https://www.onlinesbi.com/prelogin/icollecthome.htm>

2. Click on the option "Pay Fee online" and then "Click on "To pay fee for Pre-Nursery to 5<sup>th</sup>".
3. Disclaimer page of State Bank of India will open in a separate tab.
4. Click check box to accept terms and conditions and click on "Proceed".
5. Select State of Corporation/Institution as "Chandigarh" from drop down menu.
6. Select Type of Corporation/Institution as "Educational Institutions" from drop down menu and click on "Go".
7. Select Educational Institutions name as "Bharatiya Vidya Bhavan Chandigarh Kendra" from drop down menu and click on "Submit".
8. Select Payment category applicable for your ward from drop down menu. For new admissions, it will be "New Admission for Session 2017-18."
9. Enter "Registration/Admission No." of your ward and click on "Submit".
10. Fill your particulars i.e. Name, Date of Birth, Mobile No., captcha code and click on "Submit".
11. Verify details and confirm transaction by clicking on "Confirm"
12. Select mode of payment that you want to use and then proceed accordingly.
13. Fill your login/payment credentials and complete the transaction.
14. Receipt for payment of fee will be generated online which can be saved or printed as evidence for payment of fee.
15. **The new students are required to submit hard copy of receipt generated as per point no. 14 in the school office. This receipt is to be submitted for first deposit of fee only in order to get admission no. from school which will be used for subsequent deposit of fee on quarterly basis.**

Parents/Guardians are advised to use "Netbanking" mode for making online payment of fee in preference to Debit Cards/ Credit Cards as this option is more economical.

**Parents are also advised that fee may be deposited by them only by using the interface provided by school for correct credit of fee for their ward and not by using other online modes like NEFT, IMPS etc.**

With regards,

(Principal)

