

# **BANASTHALI PUBLIC SCHOOL**

G-BLOCK, PLOT NO.-16, VIKAS PURI, NEW DELHI -110018

Circular No. BPS/22-23/12 **FEE PAYMENT REMINDER-1** Date: 28.04.2022

Dear Parent,

Banasthali family warmly appreciates the support and cooperation you extended for the commencement of New Academic Session 2022-23 by sending your ward to school for the Offline Classes. We would like to reassure our commitment in ensuring a safe environment for the students in the school premises.

You are well aware that the **Academic Session 2022-23 is already in progress** with unending support of all the staff members. For smooth functioning of school and betterment of your ward, **it is mandatory that your ward attend classes regularly in the new Academic Session 2022-23 and also ensure that the fees dues of your ward are paid latest by 10<sup>th</sup> May 2022 (Tuesday) (if not yet paid).**

For the payment of fees, the school recommends to use its **ONLINE FEE PAYMENT PORTAL**, through which payments can be made via Credit Card /Debit Card / Net Banking/ UPI/ Wallet. However, you can pay the fees of your ward, by dropping the **Cheque / Demand Draft (DD)/ Cash at the School's Fee Counter.**

For your reference step-by-step online fee payment method is explained below:

Step 1. Go to **"Fee-Payment"** Option on School website (top right) [www.banasthalipublicschool.com/](http://www.banasthalipublicschool.com/)



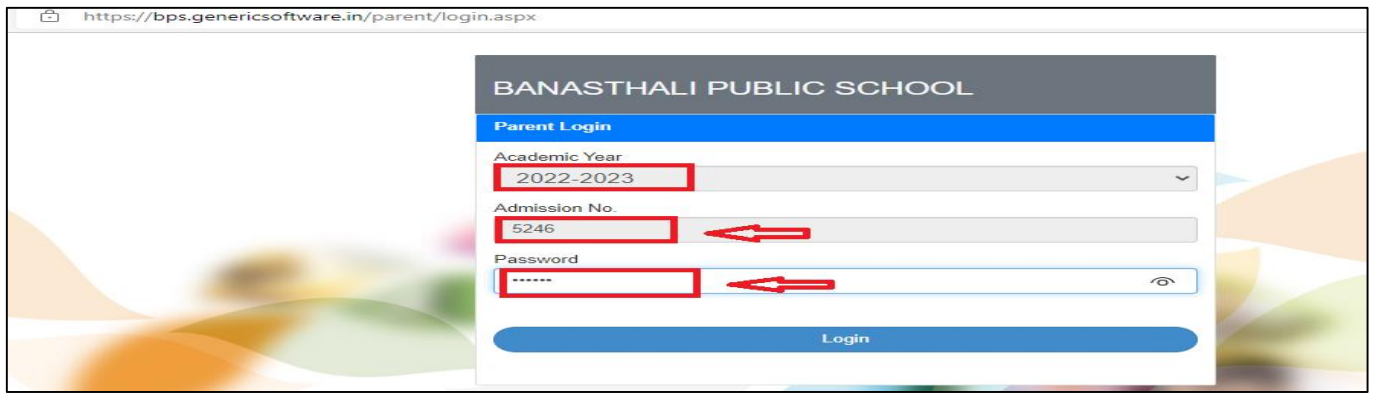
Step 2. You have to first select the Session in **Academic Year** dropdown list for which fee is to be paid. For the current session, default option is 2022-2023 but if parent has to pay the outstanding Fee Dues of previous session, then select the Financial Year as 2021-2022.

A screenshot of the parent login page on the Banasthali Public School website. The URL in the browser is https://bps.genericsoftware.in/parent/login.aspx. The page has a header with the school name and a 'Parent Login' section. There is a dropdown menu for 'Academic Year' with '2022-2023' selected. Below it is a text input field for 'Admission No.' with a placeholder 'Admission No.'. At the bottom of the form is a blue 'Submit' button.

Step 3. Then Login with **Adm. No.** and press **SUBMIT** button.

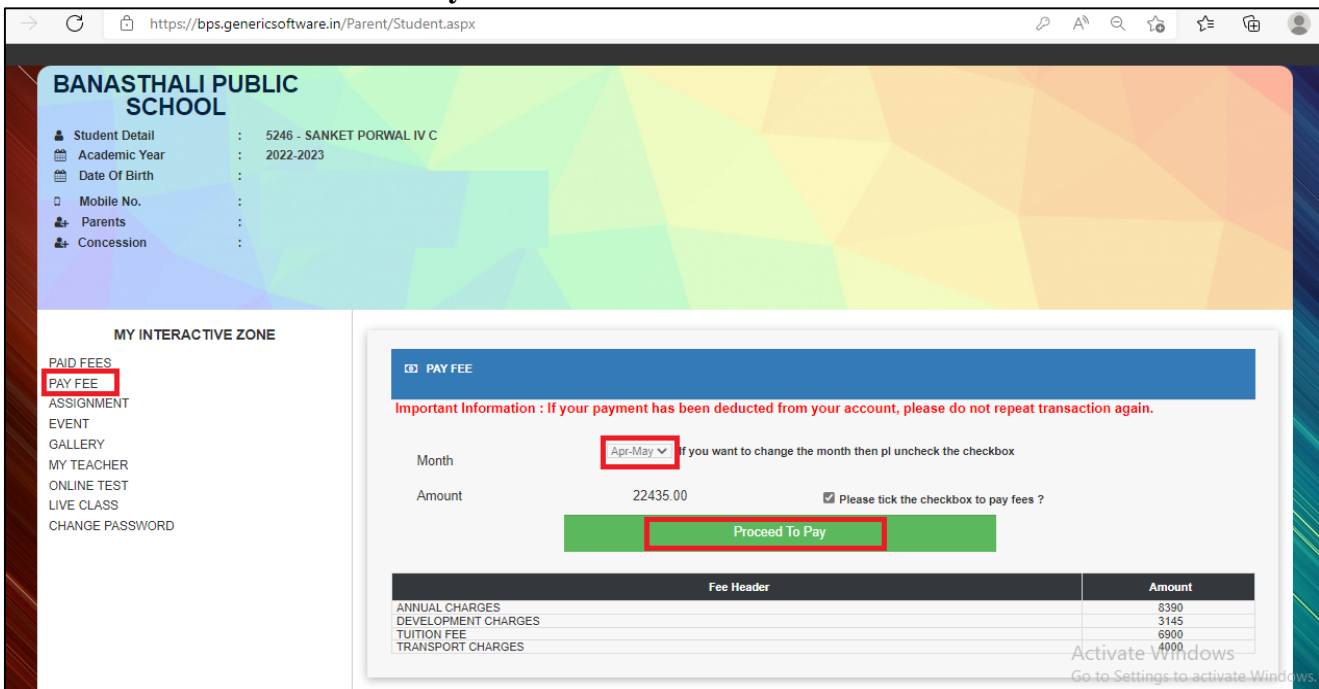
Step 4. Following which, you have to enter the **Password**, which is 123456.

Step 5. Click on Login button.



Step 6. After successful login, you have to click “PAY FEE”.

Step 7. In “Select Months” option, you have to select the months for which you wish to pay and then click on “Proceed to Pay”.



Step 8. You will be directed to the page where you can make the payment via Credit Card /Debit Card / Net Banking/ UPI/ Wallet.



In view of the above, parents are requested to pay the outstanding Fee dues of the month of April 2022 (if any) and for the upcoming May & June month, latest by 10<sup>th</sup> May 2022 (Tuesday). The school has been considerate not to impose any late fee fine till April-2022 **but the same will be applicable from the month of May, 2022**. So, you are requested to clear the Fee Dues of your ward **latest by 10<sup>th</sup> of every month to avoid any late fee fine charges**. In this regard parents are requested to go through “RULES FOR FEE PAYMENT” in School Almanac given on Page No. 7 to Page No.9.

Seeking your full cooperation and compliance...Happy Learning! Stay Safe!

Principal