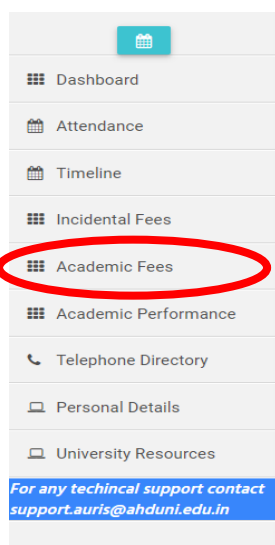# Fee Payment Process Manual

Step 1: Log in to AURIS with your credentials.
https://auris.ahduni.edu.in/core-emli/code/student_portal/login.php

Step 2: Click on the "Academic Fees" tab

Important Notes:

- You can pay the fees online, via NEFT, or through a Cheque/Demand Draft (DD) at any branch of ICICI Bank in India. Challan/Deposit Slip/ NEFT Instruction slip will be generated through your AURIS login for making the payment by Cheque/DD and NEFT. **Fee payment Manual**
- The Cheque/DD should be drawn in favour of the **"Ahmedabad University A/C Fee collection"**. Kindly mention your Enrolment number and Mobile number on the back of the Cheque/DD.
- For making payment through NEFT: Post taking a printout of the NEFT instruction slip/challan, visit your bank for remitting the fund through NEFT by using the **one-time transaction account number and IFSC code** mentioned on the instruction slip/challan. You may also add an Account Number as a payee in your Internet Banking for remitting the fund through NEFT. **The instructions' slip and one-time transaction account number are valid for one transaction only.**
- Please note that for making payments through a Debit/Credit Card, a nominal "Convenience Fee + GST" will be levied by the respective bank gateways.

Step 3: Please check your **remaining dues** and read through the "Important Notes" tab before making your payment.

Step 4: Click on **Pay online / Generate Challan**

You will be re-directed to the "eazypay" gateway.

On the eazypay page, the payer (student) can select any of the following modes of payment to make the payment:

- Cheque & DD deposit at any branch of ICICI Bank across India.
- RTGS/NEFT
- Debit Card and Credit Card
- Net Banking
- UPI

Provide your **contact details and the Payer's Name (student's name)** and complete your payment procedure.

For Cheque/DD, please fill up the required details and click on "Submit". The Deposit Slip will be generated as a PDF. Take a print of the Deposit Slip, attach your cheque/DD, and pay it at your nearest ICICI Bank branch. The amount on the Cheque/DD and the Deposit Slip must be the same.

Sample Deposit Slip

Don't forget to take the "Acknowledgement Receipt" from ICICI Bank for your reference.

In case of payment through Cheque/DD, your receipt will be generated on AURIS after 4 bank working days from the date of payment. It is the payer's responsibility to check the clearance status of the cheque.

For payment through NEFT, please fill up the required details and click on "Generate Challan". The Challan/Instruction Slip will be generated as a PDF.

Payment Not Completed. Response Message::>> E00329 **(Ignore this response message, it means that challan is generated for making payment through NEFT.) Please check download section.**

Bank Details on Challan (for one time use only)

Bank details:

Beneficiary Name	Ahmedabad University AC Fee collection
	For Internet Banking (add Account Number mentioned on challan as the payee)
Account Number	As mentioned in the Instruction Slip/NEFT Challan
IFSC Code	As mentioned in the Instruction Slip/NEFT Challan
Bank Name	ICICI Bank
Branch Name	Mumbai
Total amount payable	As mentioned in the Instruction Slip

- After you get a printout of the NEFT Instruction Slip/Challan, visit your bank for remitting the fund through RTGS/NEFT by using the **one-time transaction account number and IFSC code** mentioned on the Instruction Slip.
- You may also add the Account Number as payee in your Internet Banking for remitting the fund through NEFT. (If you are paying through your ICICI net banking, please select "other bank" instead of ICICI Bank.)
- This Instruction Slip and one-time transaction account number is valid for one transaction only.
- Keep your "NEFT Challan/Instruction Slip" safe for future reference.

For payment through UPI, please fill up the required details, Verify VPA (Virtual Payment Address) and Click on "Proceed Now" after verification.

Go To your UPI application, you will receive a payment request from eazypay. Complete your payment there within given time.

Notes:

- ICICI Bank will not accept conditional and/or part payment.
- **Transaction will be valid for the next 2 minutes from the time of payment request initiation/generation.**
- Transaction will be marked as Failed, if the Transaction Status is not processed to Successful Payment within 2 minutes.
- In case of a Transaction Expired status, you can reinitiate the transaction subject to the Merchant Transaction Validity.
- Successful receipt can be generated through –the Transaction History option on the eazypay Portal