### School Fees Management System

### 1. ****School Registration****

* School Full Name
* Address, Contact, Email, Motto, Logo
* After creating school account, it must be verified before the school can access it.

### 2. ****Class and Streams Registration****

* Example: Form 1, Grade 3, Grade 3 East, Grade 3 West, Year 1, etc.

### 3. ****Students Registration****

* Full Name
* Admission Number
* Class
* Stream
* Parent's Phone Number
* Parent's Name
* Excel Upload
* Delete/Edit Option

### 4. ****Users Registration****

* Bursar
* Manager or Director
* Su Admin
* Parent

### 5. ****Bank Accounts Registration****

* Pocket Money Account (Cash)
* Mpesa

### 6. ****Create Vote Heads****

* Arrears
* Transport (with options like Transport A, Transport B, Transport C)
* Lunch
* Boarding Fee
* Uniform
* Activity Fee
* School ID

### 7. ****Set Vote Head Priorities****

* Prioritize the order in which vote heads should be considered.

### 8. ****Set Up Fee Structure****

* Fees Structure for Boarders
* Add Option to Add a Specific Amount or Bill a Specific Student Additional Amount (e.g., for damage)

### 9. ****Register Payment Types****

* Mpesa

### 10. ****Transactions****

* Enter Opening Balances (i.e., Arrears and Overpayments)
* Bank Transfers from one account to another (Overpayments)
* Track Totals
* Create or Show Payroll
* Discontinue or Suspend a Student Temporarily

### 11. ****Fees Payment****

* Search Students by Admission Number or First Name
* Show Student Details and Expected Fee
* Enter Amount Paid, System Converts to Words
* Pick Account to Deposit Cash
* Pick Payment Type (e.g., Cash, Mpesa)
* Post Transaction
* Print Receipt (Serial Numbered)
* Search for Serial Number or Transaction for Future Reprints
* Edit/Delete Transaction (Requires Admin/Director Authorization)

### 12. ****Receive Other Revenue****

* From Farm Produce
* From Rent
* From Bus Hire
* Enter Amount, Pick Account to Deposit, and Post the Transaction

### 13. ****Financial Reports****

* Class List: Per Class with Full Name, Admission Number, Parent's Phone
* Balance Brought Forward
* Fees Balances Reports:
  + Per Stream
  + Per Class
  + Per Individual Student
  + Whole School
  + Fee Statement or Balances of Leavers
* Vote Head Balances (e.g., Transport)
* Fees Register
* Student Fees Balances Demand Note
* Vote Head Analysis
* Trial Balance (Monthly or Custom)
* Balance Sheet
* Daily Transaction Records

### 14. ****Pocket Money****

* Receive Money
* Post and Credit to Pocket Money Account
* Student Withdrawal Record

### 15. ****Others****

* Bulk SMS for Fees Balances
* Integration with Mpesa for Auto Settlement
* STK Push from Parents or Web from Bursar Side
* All Printouts Should Have Letterhead and Logo
* Parents Can View Balance and Pay or Send Pocket Money via Mobile App
* Promote Students Automatically to the Next Level (e.g., From Grade 1 to 2, Record of Leavers)

### 16. ****Dashboard Menus****

* Number of Students
* Total Billed Amount or Expected Amount
* Paid Amount or Received Amount
* Total Fees Balance
* Bulk SMS Balance

### 17. ****Admin Account and Sub-Admin Account****

* Separate roles for Admin and Sub-Admin with distinct access levels.