

## **INSTRUCTION PAGE FOR ONLINE FEES PAYMENT**

**Please read all instructions on the page**

1. The Portal/ Online application works well with Chrome browser / Microsoft Edge Web Browser.  
Please do not use Internet Explorer/ Safari/ Mozilla Firefox Browsers.
2. Students are advised to disable popup blocker in internet settings before proceeding.
3. Payment Gateway option of PAYU is available with following options:-
  - (a) Internet banking, which have Tie up with PAYU can be opted for payment
  - (b) Debit Card option with, which have Tie up with PAYU
  - (c) Credit Card option with, which have Tie up with PAYU
  - (d) EMI option with, which have Tie up with PAYU
4. Additional convenience charges are applicable as per the selected mode of payment, by remitter's bank and PAYU.
5. On Successful Payment you will received mail from PAYU, along with Payment details.  
If your account is debited, but you have not received any payment confirmation from PAYU please intimate to your Institute Accounts Section or Office.
6. On daily basis, for maintenance, Portal will be remain closed between 11.00 p.m. to 12.00 Mid Night (1 Hour)
7. On successful payment, after two/ three working days, you can collect your fee receipt from your Institution.
8. For User manual, or for guide line for making payment, please check the User manual on your college website.