

# Instructions for Paying fees

It is informed to all the students of UG-1 , III & V sem. that they can submit their fees using any of the following modes viz.

Any Payment Wallet (Google pay, PayTm,Airtel etc.)

NEFT(via NET Banking)

Bank Transfer(NEFT only)

UPI

JK BANK Mpay

## Steps for paying fees:

1. Students have to go to login portal <http://admission.clickheights.com>
2. After login, Goto **View Status** then read instructions carefully.
3. Check your subjects and the fees mentioned there.
4. After paying fees using any of the above method , Fill **transaction number , mode of payment**, then click Save .
5. After clicking Save, you will be redirected to the document upload page. Upload the required documents and click save.

### Documents Required:

#### For UG-Sem-1

#### For JKBOSE Students (Upload online)

1. 12<sup>th</sup> class Provisional Certificate
2. 10<sup>th</sup> class Marksheet for Date of Birth
3. Payment Receipt

**For CBSE Students(Original Documents to be deposited in the college as soon as possible(within 20 days). Otherwise roll no will not be issued.**

1. Transfer Certificate
2. Migration certificate
3. Provisional Certificate
4. 10<sup>th</sup> Marksheet/Diploma
5. Eligibility form

#### For UG-Sem-III & V

1. Payment Receipt to be uploaded only