

CCA SCHOOL
SECTOR-4 Gurgaon

FEE POLICY :: SESSION 2023-24

1. Tuition Fee details for the session and other charges due are posted on the School ERP Portal EduNext. No separate invoice/reminders are sent. They may be checked and paid through the ERP (EduNext portal), SBI link on school website , by Cheque /DD through PAYTM gateway.(We prefer online payment)

Fee has to be paid as under:

- | | |
|-----------------------------------|--|
| (a) Last Date for each Quarter | : 10 th of April/ July/ Oct/ Jan |
| (b) Grace period | |
| For any Technical glitches if any | : 10 th -12 th of the Month |
| (c) Portal will be closed between | : 13 th -15 th &
25 th -30 th /31 st |

2. Fee must be paid preferably **by 7th of the first month** of each fee quarter i.e. April/July/October/January. Portal will close on 13th for 3 days. Thereafter it will open again from 16th till 25th to **pay fee along with late fee fine.**
3. Fee may be paid monthly also by 7th of each month (provided prior permission in writing has been sought).
4. **Fine for late payment after the due date will be Rs. 200/- for each month** till 24th of the payable month. Thereafter name of the student may be struck off School Rolls as per Haryana School Education Rule No 24. Re admission will be done entirely on the discretion of admission committee.
5. Prior written Permission of Director Principal must be sought for **delayed/deferred payment** of school dues. (Specifying reasons).
6. A fine of Rs. 300/- for dishonored cheques is charged by the bank as per RBI Banking Norms. Fee thereafter will be accepted vide Demand Draft/Bankers cheque/RTGS/NEFT along with late fee fine, if due.
7. Please note that Fee reminders in this regard are not sent as the information is on School Portal.
8. Strict action will be taken against the defaulters.
9. Please also refer 'Fee Payment Rule 9.1 to 9.8' on page 10 in School Almanac.



Director Principal
CCA School
18 April 2023

