

A PAYMENT INSTRUCTIONS

*Pay through Net Banking transfers directly or from School Website OR
Remit Demand Drafts payable at the specified Bank (only Chikmagalur Branch)*

DUE DATES for payment: 28th FEBRUARY (1st Instalment), **31st AUGUST** (2nd Instalment)

STATE STUDENT NAME AND ADMISSION NUMBER IN ALL BANK TRANSACTIONS

1 TUITION FEES, FIXED ANNUAL SPECIAL FEES, OPTIONAL CLASSES:

Items in Fee Card - A1, A2, B3, C4, C5, C6, C7, C8, D9, D10, D11, E12, E13, E14

BANK NAME: AXIS BANK Ltd, Basavanahalli Main Road, CHIKMAGALUR
ACCOUNT NAME: SVGH Education Trust, Amber Valley Residential School
ACCOUNT NO: SB A/C 539010100003278
NEFT/RTGS CODE: UTIB0000539

FOREIGN CURRENCY TRANSACTIONS

NAME OF BANK: Chase Manhattan Bank, New York. Swift: CHASUS33
(payment should be routed either via CHIPS ABA 0002 or FED ABA 021000021)

Credit to: 001-407376, AXIS Bank, Swift: UTIBINBB009 ,

2 BOARDING FEES:

Items in Fee Card - F15, F16, F17, F18, F19, F20, F21

BANK NAME: CORPORATION BANK, 1044 M. G. Road, CHIKMAGALUR
ACCOUNT NAME: SVGH Education Trust, Amber Valley Residential School
ACCOUNT NO: Current A/c 510101004577395
NEFT/RTGS CODE: CORP0000081

FOREIGN CURRENCY TRANSACTIONS

NAME OF BANK: Chase Manhattan Bank, New York. Swift: CHASUS33
(payment should be routed either via CHIPS ABA 0002 or FED ABA 021000021)

Credit to: 001-407376, AXIS Bank, Swift: UTIBINBB009 ,

3 IMPREST ACCOUNT

Items in Fee Card - G22, G23

BANK NAME: CORPORATION BANK, 1044 M. G. Road, CHIKMAGALUR
ACCOUNT NAME: SVGH Education Trust, Amber Valley Residential School
ACCOUNT NO: Current A/c 510101004577867
NEFT/RTGS CODE: CORP0000081

FOREIGN CURRENCY TRANSACTIONS - as in Item 2 above

NOTE:

- 1 Fees are payable in advance for the ensuing term or year, as applicable.
- 2 Fine of Rs. 5,000/- is charged for late payment
- 3 No requests will be entertained for waiver of fine for late payment.

ABSENCE FROM SCHOOL

Absence from school without prior approval will result in the student's name being deleted from the School Rolls.

Re-admission will entail admission fees being paid again.

Annual Tuition Fee increase may be 5% to 10% annum perbased on cost escalation as advised by the Governing Council of the School in January / February of each year.

B**FEE RULES REGARDING WITHDRAWAL OF STUDENTS**

CUT OFF DATES	Pre-Set for FEE collections to enable the school to prepare for the ensuing TERM / YEAR
DUE DATES for payment:	28th FEBRUARY (1st Instalment), 31st AUGUST (2nd Instalment)
WITHDRAWAL PROCESS	(Also stated in the Student Parent Handbook)

All TC requests must be applied through a duly signed letter in the prescribed format (See Student Parent Handbook)
The official date of TC request will be the Date of receipt of the signed hard copy withdrawal letter by the School

1 WITHDRAWALS AT THE END OF THE ACADEMIC YEAR

Full first term fees with applicable penalty should be paid to obtain NO DUE certificate for TC issue for requests received after 28th Feb

- **Before 1st March** - 100% refund of Fees, charges paid for forthcoming year
- **1st Mar to 15th Apr** - 50% refund of Fees, charges paid before due date for the forthcoming year
If Fees are paid after due date, fine of Rs. 5,000/- will be charged.
- **15th Apr to 30th Apr** - 25% refund of fees paid by due date for forthcoming year
For Fees paid after due date, fine of Rs. 5,000/- will be charged.
- **After 30th April** - 1st Term Tuition Fees for forthcoming year is payable before issue of TC
For Fees paid after due date, fine of Rs. 5,000/- will be charged.

OUTFITTER CHARGES	100% chargeable if TC request received on or after 1st March
TEXT BOOK CHARGES	100% chargeable if TC request received on or after 1st March

2 WITHDRAWALS IN THE MIDDLE OF THE ACADEMIC YEAR

Full 2nd Term fees with applicable penalty should be paid to obtain NO DUE certificate for TC issue for requests after 31st August
There will be no reimbursement of the Fee paid for that term

- **1st Sep to 28/29th Feb** Nil refund of 2nd Instalment Fees if paid by Due Date
For Fees paid after due date, fine of Rs. 5,000/- will be charged.

TRANSFER CERTIFICATE CAN BE ISSUED ONLY AFTER CLEARANCE OF ALL DUES

3 WITHDRAWALS OF NEW ADMISSIONS (Student has not joined the school)

Registration and Admission fees are non-refundable.
After commencement of New Academic Year - Nil refund
After commencement of 2nd Term - Nil refund

(Tuition Fees, Fixed Annual Special Fees, Optional Classes, Boarding Fees, Outfitter charges, Text Book & Note Book etc)

7 IMPREST DEBITS: Exhaustive list is stated in Fee card

D LATE PAYMENT Penalty Rs. 5,000/-

> 30 day: - Readmission fees of Rs.15, 000/- + Rs. 5,000/-

Annual Tuition Fee increase may be 5% to 10% based on cost escalation as advised by the Governing Council of the School in January / February of each year.

PRINCIPAL

