



Ref. No. IES/MVM/128/21-22

Date: 07-03-2022

**NOTICE: FEES FOR THE ACADEMIC YEAR 2022-23****1 ANNUAL EDUCATION FEE**

| STD       | ANNUAL EDUCATION FEE |
|-----------|----------------------|
| NURSERY   | Rs. 1,04,400/-       |
| JUNIOR KG | Rs. 1,04,400/-       |
| SENIOR KG | Rs. 1,04,400/-       |

**2 ANNUAL FEE PAYMENT OPTION**

The fee structure tabulated below, is only for the parents who are desirous of paying the entire years fees in advance, before 30<sup>th</sup> June of the Academic Year.

| STD       | ANNUAL EDUCATION FEE IF PAID ONE TIME ON OR BEFORE 30.06.2022 (PAYMENT WITH 4% REBATE) |
|-----------|--|
| NURSERY   | Rs. 1,00,224/-   |
| JUNIOR KG | Rs. 1,00,224/-   |
| SENIOR KG | Rs. 1,00,224/-   |

**2. HALF YEARLY PAYMENT OPTION**

Parents are required to pay half yearly fees as indicated below:-

(Amount in Rupees)

| STD       | 1ST INSTALMENT | 2 ND INSTALMENT |
|-----------|----------------|-----------------|
| NURSERY   | Rs. 52,200/-   | Rs. 52,200/-    |
| JUNIOR KG | Rs. 52,200/-   | Rs. 52,200/-    |
| SENIOR KG | Rs. 52,200/-   | Rs. 52,200/-    |

For half yearly payment option, the payment will have to be credited to the kindergarten Bank Account

- on or before 05.06.2022 for the first installment,
- on or before 05.11.2022 for the second installment,



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### 3. QUARTERLY FEE PAYMENT OPTION

The payment to be made every quarter is as under:

(Amount in Rupees)

| STD       | First Quarter<br>Q1 | Second<br>Quarter Q2 | Third<br>Quarter Q 3 | Fourth<br>Quarter<br>Q 4 |
|-----------|---------------------|----------------------|----------------------|--------------------------|
| NURSERY   | Rs. 26,100/-        | Rs. 26,100/-         | Rs. 26,100/-         | Rs. 26,100/-             |
| JUNIOR KG | Rs. 26,100/-        | Rs. 26,100/-         | Rs. 26,100/-         | Rs. 26,100/-             |
| SENIOR KG | Rs. 26,100/-        | Rs. 26,100/-         | Rs. 26,100/-         | Rs. 26,100/-             |

Payment for 2nd, 3rd, & 4th quarter shall be by post-dated cheques, payable before the due dates specified below, to be submitted to the kindergarten along with the payment of first quarter.

For quarterly payment option, the payment will have to be credited to the kindergarten Bank Account

- iii. on or before 05.06.2022 for the first quarter,
- iv. on or before 05.09.2022 for the second quarter,
- v. on or before 05.11.2022 for the third quarter and
- vi. on or before 05.01.2023 for the fourth quarter.

### 3 MODE OF PAYMENT

- a. All payments shall be made by cheque. No cash payment shall be accepted under any circumstances.

### 4. LATE FEES

If either the Education Fee are not credited to the kindergarten Bank Account on or before the 5<sup>th</sup> of every calendar month, the same will be subject to late payment Fee of Rs.10 /- per day, for each head of default – that is, default in payment Education Fee.

### 5. MODES OF PAYMENT OF FEES

- Cheques can be deposited by the parents either directly in the notified bank accounts or, can be dropped in the drop box in the kindergarten premises / submitted to the kindergarten administration office.



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- If parents are depositing the cheque/s directly in the notified bank account or are being dropped in the drop box; following steps are to be followed.
  - A. After payment is made, an email may be sent by the parents from their personal email id to the Kindergarten email id **admin.mvm@ies.edu** This email should be sent within two days of payment.
  - B. In the subject of the email, the name of the student and standard for which the Fees have been paid should be entered.
  - C. In the email, following details should be specified.

| Name of the Bank | Cheque No. | Date | Amount (Rs.) |
|------------------|------------|------|--------------|
|                  |            |      |              |
|                  |            |      |              |

- D. This will help the Kindergarten to reconcile the payment received and issue appropriate receipts.
  - Parents are required to write the Name of the Student, Standard, Division, Name of the Parent and their Mobile Number on the reverse of each cheque.

#### **6. RECEIPTS**

- a. Receipts will be emailed within 10 working days after the Fees are credited to the Kindergarten Bank Account. This is the default option for receipts.
- b. Parents desiring physical receipts are requested to visit the office during Kindergarten working days and hours for collection of physical receipts, after 10 days from the credit of the fees to the kindergarten fee account.

#### **7. CORRECT NOTIFIED FEE AMOUNTS TO BE PAID**

1. Parents are requested to ensure that correct notified amount is paid under each head of fees.
2. If the parents make any payment in part of the respective notified fee component, the same will not be considered as compliance of the fee payment schedule and the balance will be subject to late payment fee of Rs.10/- per day of default.



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**8. DISHONOUR OF CHEQUES / STOP PAYMENT INSTRUCTIONS**

Any dishonour/ stop payment instruction of cheques issued by the parents towards any of the heads of fees will be treated as non-payment of fees and will be subject to late payment fee as calculated above, in addition to recovery of bank charges levied on the kindergarten for such cheque dishonour/ stop payment alongwith administrative charges.

The additional amount towards bank charges & administrative charges shall be Rs. 500/- for each cheque default.

If any charges are levied by the Bank / Service provider on the kindergarten for payment of Fees through credit card / debit card / Google Pay / UPI Pay / Paytm etc for payment of fees, the same will be required to be paid by the parent to the kindergarten.

**KINDERGARTEN OFFICE WORKING HOURS DURING ORDERS OF COVID-19 RESTRICTIONS**

The kindergarten office working is subject to orders passed by the Government / MCGM. Parents are requested to check the working hours of the kindergarten office before visiting the kindergarten office for any purpose.

In case of new admission parents are also required to fill the application form and submit the same to the kindergarten office with all supporting documents. If this documentation is not completed, the admission shall be considered as cancelled.

**In case of new admission if you complete the admission process of your child in the kindergarten on his / her being selected for admission, you are deemed to have accepted all the rules and regulations of the Kindergarten, including the rules relating to payment of fees and also the fee structure announced by the kindergarten.**

Sd/-

Smt. Soma Mukherjee  
Head

