



Saupin's School

MOHALI

Notice for Classes Nursery - VIII

CIRCULAR No. SS/MOH/2023/024

Date: 06.07.2023

Dear Parent

Greetings of the Day!

This is to inform you that the facility of making fee payments directly to the bank is hereby withdrawn on account of misuse by some individuals. Henceforth payments may be made **only on the School Pad app** or directly **through cheque at the school office**.

Fees paid directly to the bank will not be credited.

This is also to remind you that the last day for payment of quarterly fees is as below:-

Quarter	Last Date
2 nd quarter	10 th July
3 rd quarter	10 th October
4 th quarter	10 th January

Late payments will invite a penalty as detailed below:-

1. Within 1st month of the due date the late fee will be Rs. 10/- per day.
2. After one month and within 2nd months of the due date the late fee will be Rs. 20/- per day.
3. After the 2nd month and within the 3rd month the late fee will be Rs. 30/- per day.

Explanation

It fee remains unpaid for 3 months, the late fee will amount to:

Rs. 300 + 600 + 900 = 1800/-

4. **A student is liable to have his/her name struck off the rolls if due fee remains unpaid for more than 3 months.**

Kindly pay on time to avoid late fee charges.