

**FEE PAYMENT (2025-26)**

S NO	MONTH	LAST DATE OF PAYMENT (MONTHLY/QUARTERLY)	QUARTER
1	April	10 April / 20 April	First (Apr-Jun)
2	July	10 July / 20 July	Second (Jul-Sep)
3	October	10 October / 20 October	Third (Oct-Dec)
4	January	10 January/20 January	Fourth (Jan-Mar)

- Fee can be paid on a Monthly / Quarterly basis.
- Last date for payment of fees on a monthly basis is **10<sup>th</sup> of each month** and for quarterly basis, it is **20<sup>th</sup> of the first month of each quarter** i.e April, July, Oct, Jan.
- For those desirous of paying the fees online may kindly log on to the Parent portal : <https://bbpsnoida.balbharati.org/parentportal/>  
**Link for direct fee payment : <https://bbpsnoida.balbharati.org/feepayment/>**
- Fees can be paid Online (through Credit Card, Debit Card and Net Banking & UPI), Cheque, Demand Draft.
- The PTA fee is payable in Qtr 1, but for new admissions will be paid as and when the admission is granted
- The name of the Student/ Class/Section/Adm.No. /Mobile No should be written on the back of the cheque before dropping it in the cheque box. Parents wanting to drop the cheque in the drop box placed inside the guard room may do so and download the receipt from Parent Portal after 10 days.
- Parents are to issue a combined cheque for School Fee and Bus Fee. Parents having more than one ward in the school are to issue a SINGLE CHEQUE towards the payment of fee.
- Fee in Cash will not be accepted by the school office.
- In case of any discrepancy in the Fee Bill, parents may report the matter at [bbpsnd@balbharati.org](mailto:bbpsnd@balbharati.org) within 10 working days of due date.
- Transport Fees will also be charged from the students admitted under the EWS category.
- While making online payment, if the amount is debited from the payee's account, but does not reflect on the fee portal than the payee does not need to make the payment again. Sometimes due to some technical glitch the transaction is not reflected on the system automatically. In that case, transaction will be updated manually after receiving the credit information from bank which will take at least three working days.
- **Fee payment for the last Quarter (Jan-March) is to be cleared by 20th January for Classes X and XII to complete the clearance formalities. Qtr 4 payment is to be made through DD/Online only. NO CHEQUE PAYMENT WILL BE ACCEPTED.**
- Please note for those paying the fees on a monthly basis, the fees for Jan-Feb-March is to be paid collectively by **20 January**.

- For New Admissions, the school fee will be charged from the beginning of the academic session (from April onwards). On submission of the School leaving certificate, Tuition fee will be charged from the month of date of admission or 'the school leaving date/fee paid up to month' mentioned on the Transfer Certificate, whichever is earlier.

**Fine for Late Payment**

S. No	Particulars	Amount (Rs.)
1.	From 1 <sup>st</sup> day of the Second month of quarter till 15 <sup>th</sup> of the said month	Rs. 500/-
2.	For further delay up to 30 <sup>th</sup> of the second month of the quarter	Rs.750/-
3.	For further delay up to 30 <sup>th</sup> day of the last month of quarter.	Rs 1000/-

If still the amount is outstanding, then the school shall be initiating the appropriate proceedings and action under the CES Norms for striking off the name of the student. Re admission may be granted by charging the entire pending dues with fine calculated as per the above details.

Cheque returned by the bank for any reason will be treated as Non-Payment. New Payment to be made by Pay Order only together with penalty of Rs. 500/- and corresponding late fee fine.

**Others**

If 10/20<sup>th</sup> of the Fee Payment month happens to be a Sunday or a Holiday, the fee should be paid a day prior.

Parents are to note that validity of an issued cheque is for 03 months and, therefore, sufficient funds must be ensured for the entire period of the validity of cheque.

**Withdrawal from School / Bus Facility**

While withdrawing a child for any reason, parents are to give one month's notice or one-month's fee in lieu of.

Request for withdrawal of Transport facility will not be accepted after the month of October. If the student avails the Transport facility up to November, Transport charges from December to March will not be removed from fee bill, even if he/she stops using the bus facility. However, the school may consider under unavoidable circumstance, if sufficient documentary evidence is submitted.

Parents of Class XII availing School Transport are required to pay Transport Fee for 11 months.

**NO POST DATED CHEQUE WILL BE ACCEPTED BY THE SCHOOL.**

Application for TCs are to be made by parents at least two weeks in advance. TCs will be issued only on clearance of all dues. Duplicate copies of TCs are not ordinarily issued. In exceptional cases, a duplicate copy may be issued on production of an affidavit, that the original TC has been irrecoverably lost. The responsibility for any possible misuse will rest on the parent.

Parents wanting any kind of Certificate from the school for their ward(s) may forward their request to the Principal, 05 days in advance, so as to avoid any kind of delay.

Asha Prabhakar  
(Principal)

Kindness, Resilience, Respect

