



DELHI PUBLIC SCHOOL HOWRAH



GENERAL INSTRUCTIONS RELATED TO FEE PAYMENT

1. Mode of Payment

Fees may be paid through ECS, online payment via the school's authorised app, or by visiting the School Fees Counter.

2. Quarterly Fee Payment Schedule

Fees are to be paid quarterly as per the following schedule:

Quarter	Period	Due Date
1st Quarter	April – June	By 10th April
2nd Quarter	July – September	By 10th July
3rd Quarter	October – December	By 10th October
4th Quarter	January – March	By 10th January

3. Late Fee Charges

If the fees are not deposited within the stipulated time, the following late fee charges will be applicable:

Delayed Period	Late Fee
Up to 10 days after the due date	₹250/-
11–20 days after the due date	₹500/-
21–30 days after the due date	₹1,000/-
Beyond 30 days after the due date	₹5,000/-

4. No Transfer or Refund of Fees

Fees once paid cannot be transferred or refunded. Only the security deposit is refundable, subject to clearance of all dues up to the current quarter.