The Maurya School, Palam Vihar, Gurgaon

Ref. No.: TMS/15/P/550 B  (Circular for Classes I to V)  Date: 20th March, 2015

NON-TRANSPORT

Dear Parent

Congratulations upon your ward’s successful completion of the academic year 2014-15!!

In order to further simplify the existing fee submission processes, the school will be providing online payment facility for fee submission from the session 2015-16 through the school website. You will also have an option of paying the fee by cheque deposited at the school accounts department. The following steps need to be followed for online payments.

1. Login with your user-id and password on the school website.
2. Click on Online Fee Pay.
3. Select the Quarter (Apr, Jul, Oct, Jan) for which the fee has to be paid and click on Continue.
4. The total amount payable will appear on the screen and to proceed further click on Proceed.
5. Select your preferred payment method i.e. Master or Visa.
6. Fill in your debit/credit card details and click on PAY NOW.
7. Once the payment is processed, kindly print your payment receipt.

Please make a note of the following:

- The school fee needs to be paid quarterly i.e. 1st Quarter-April, May & June, 2nd Quarter-July, August & September, 3rd Quarter-October, November & December and 4th Quarter-January, February & March.
- The fee should be paid by the 10th of the first month of the quarter and late fees @ Rs 20 per day henceforth in case of delay in submission.
- The bank charges @ 1.5% as convenience charges on every online transaction shall automatically be added up in the total amount to be paid.
- In case of fee submission via cheque the cheque should be drawn in favour of "The Maurya School". The details of the child have to be written on the back of the cheque.
- Post dated cheques will not be accepted and in case a cheque is dishonoured, a fine of Rs 500 per cheque will be levied.
- The meals facility can be availed by students by paying Rs 2800/Quarter or Rs 1000/Month to the cafeteria.
- The transport and meals will be charged for eleven months.
The fee structure for Classes I-V is as follows:

<table>
<thead>
<tr>
<th>Annual Charges</th>
<th>Every Year to paid with 1st quarter fee</th>
<th>12,000</th>
</tr>
</thead>
<tbody>
<tr>
<td>Development Charges</td>
<td>Every Year to paid with 1st quarter fee</td>
<td>5,500</td>
</tr>
<tr>
<td>Total</td>
<td></td>
<td>17,500</td>
</tr>
<tr>
<td>Tuition Fee</td>
<td>Quarterly</td>
<td>16,200</td>
</tr>
<tr>
<td>Computer &amp; Technology Charges</td>
<td>Quarterly</td>
<td>600</td>
</tr>
<tr>
<td>Total of Quarterly Fee</td>
<td></td>
<td>16,800</td>
</tr>
</tbody>
</table>

The fee details for .................................................. Class .................................................. Admn.

No. ....................... are:

<table>
<thead>
<tr>
<th>Quarter</th>
<th>Online payment</th>
<th>Through cheque at the school’s accounts department</th>
</tr>
</thead>
<tbody>
<tr>
<td>1st Quarter (Apr-Jun)</td>
<td>Rs 34,300 +1.5% convenience charges</td>
<td>Rs34,300</td>
</tr>
<tr>
<td>2nd Quarter (Jul-Sep)</td>
<td>Rs 16,800+1.5% convenience charges</td>
<td>Rs16,800</td>
</tr>
<tr>
<td>3rd Quarter (Oct-Dec)</td>
<td>Rs 16,800+1.5% convenience charges</td>
<td>Rs16,800</td>
</tr>
<tr>
<td>4th Quarter (Jan-Mar)</td>
<td>Rs 16,800+1.5% convenience charges</td>
<td>Rs16,800</td>
</tr>
</tbody>
</table>

Kind Regards

[Signature]

Shilpi Bajaj
Head of the School