



THE ORCHID SCHOOL

Baner, Pune

Date:- 03.01.2024

Circular No: TOS/FRO/CIR/FS/23-24/32

4th Fee Instalment Circular for Classes I to XII Academic Year 2023-24

Dear Parents,

Greeting to you and your family.

As informed to you in October 2022 vide circular number: TOS/FRO/CIR/FS/22-23/29, find below the details of the fourth installment of the fees for the academic year 2023-24

Grade	4 th Fee Instalment
I-IV	27300/-
V-VII	29600/-
VIII- X	32000/-
XI	23000/-
XII	19400/-

- The 4th instalment fee details are updated in the fee portal.
- Last date for fee payment of 4th instalment is Tuesday, 18th January 2024.

Some important points to note:

- School will accept online fee payment only via **Edunext Fee Portal**. Please click on the link <https://tos.edunexttechnologies.com/Index> . The fee link will be operational from 4th January 2024.
- Refer to the circular no: TOS/FRO/CIR/FS/23-24/6 dated 03.07.2023 to follow the steps to pay the fee payment.
- If you need any help, please contact on itsupport@theorchidschool.org
- The school will arrange a bank counter in the school premises for parents who wish to opt for physical payment.
- Accounts Office in school will not accept direct cash payment for fees.
- Do not pay the school fees via UPI, NEFT as it is difficult to track the payer in case parent forgets to mention the name of the ward.
- In case NEFT/UPI etc. mode of payment done and is not identified then in that case the late fee will be applicable beyond the due date.

- There are different charges levied by each bank for Net Banking, Credit Card and Debit Card transactions. Below mentioned is an indicative table highlighting the charges.

Mode of Payment	Indicative Charges levied
Visa/MasterCard Credit Card/Amex Card	2.50 %+18% GST
Debit Card	0.75% of the transaction amount for transaction value less than or equal to Rs.2000 Or/ & 1.5 % of the transaction amount for transaction value above Rs.2000/-
Internet Banking	Rs 15/- Per Transaction +18% (for SBI & ICICI Rs 20/- Per Transaction +18%

- All instalments are based on the academic cycle of the respective grade.
- All camps, excursions etc will be charged over and above the fees. The communication of which will be shared subject to Covid norms in terms of field trips and camps.
- Please note the due date for monthly instalment will be the 20th of the respective month.
- The school charges a late fee of Rs 50 per day for fees paid after due date.
- This late fee will be applicable for monthly as well as quarterly instalment. Late fee will be charged for each pending instalment and not on the total fee due.

Please note the school has been reaching out to parents for payment of pending fees via weekly SMS, emails and phone calls regularly. We hope you understand that payment of fees for your ward is your responsibility and we do find it difficult to continue providing learning facilitation in case of non-payment of fees.

Looking forward to your cooperation in this regard.

Roshni Hiwale
Office Administrator

Atreyi Saha
Vice Principal

Sangeeta Kapoor
Principal