



MANAVA BHARATI INTERNATIONAL SCHOOL

SESSION 2019 -20

CIRCULAR

MBIS/Patna/PC/13/19-20

18 July, 2019

Dear Parents

We always try to ensure that each student enrolled with us has the best and enriched learning experience with a resourceful holistic growth. As parents, you can provide us with valuable and necessary information for our teachers to make your ward's session as substantially productive, and fruitful as possible. With this very aim we are inviting you for an **Open House on 20 July, 2019/Saturday from 9.00 a.m. to 12.00 p.m.**

In an effort to upgrade the functioning of the school as well as bring about an ease for the parents to pay the fee of their wards, we have decided to **implement payment via NACH w.e.f. October, 2019.**

NACH or National Automated Clearing House is a centralized bank-to-bank transfer system that works like the ECS, with the exception that the payee does not need to get it endorsed by the bank. **Hence we are issuing a NACH Mandate Form which is similar to a cheque. Kindly submit the duly filled up NACH Mandate to the Class Teacher during the Open House scheduled for 19 July, 2019 (Saturday) along with a cancelled cheque of the same account that has been mentioned in the mandate**. The mandate forms will be sent to the National Payments Corporation of India for registration, and post-registration, fees will be deducted periodically from the parent's account and credited to our account by the Clearing House. The schedule of the fee payment cycle is mentioned hereafter (Almanac; Page No.11):

All school dues have to be paid from the 1st to the 10th on working days as per a bi monthly mode:

(I) April & May +AMC would be payable with the fee of April & May with the late fee if applicable + Transport Charges as and if applicable.

(II) June & July + Transport Charges as and if applicable.

(III) August & September+ Transport Charges as and if applicable.

(IV) October & November + Transport Charges as and if applicable.

(V) December & January +Transport Charges as and if applicable.

(VI) February & March + Transport Charges as and if applicable.

NACH will be payable by 5th of April, June, August, October, December & February.

Late fee of `Rs. 10/- will be charged per day from 10th day for a period of maximum 45 days, thereafter the student's name will be struck off the rolls and he/she will have to seek re-admission by paying an amount of Rs.`10,000/- as re-admission charge. Right of re-admission is reserved with the Principal.

Dishonour/Return of NACH

In the event of NACH for Annual Miscellaneous Charge and Bi-Monthly Education Fee and/or Transport Fee being dishonoured, you are expected to deposit the amount by way of a Demand Draft, along with the Administrative Charge, at the earliest possible. The Administrative Charge leviable on account of fee dishonour is as per following.

Within 1 month `Rs. 1000 /-

Within 2 months Rs. 2000/-

We will be having Help Desks managed by AXIS Bank as well as our accounts department to help out if you have any doubt; on the day of the Open House.

Regards

s/d

(Sujata Bhadani)

Principal