



**NOPANY HIGH**  
(I.C.S.E. & I.S.C Affiliated)  
2-C, Nando Mullick Lane, Kolkata – 700006

Date: 27.04.2024

**CIRCULAR**

**RULES FOR PAYMENT OF SCHOOL FEES (EFFECTIVE FROM APRIL 2024)**

<b>Class XI &amp; XII Fee Structure for the Financial Year 2024 - 2025</b>				
<b>At the beginning of the Session (APR 2024)</b>				
Sl. No.	Particulars		Boys	Girls
			XI & XII	
1	Annual Session Fee		17500	17500
2	Term Fee 1st Qtr.		3750	3750
3	Tuition Fee 1st Qtr.		11025	11025
<b>A)</b>	<b>Total Amount for a Student</b>		<b>32275</b>	<b>32275</b>

<b>Rest of the Year (Boys &amp; Girls) :</b>				
			Boys	Girls
			XI & XII	
1	Tuition Fee 2nd Qtr.	TO BE PAID BY 20/07/2024	11025	
2	Term Fee 2nd Qtr.		3750	
3	Tuition Fee 3rd Qtr.	TO BE PAID BY 20/10/2024	11025	
4	Term Fee 3rd Qtr.		3750	
5	Tuition Fee 4th Qtr.	TO BE PAID BY 20/01/2025	11025	
6	Term Fee 4th Qtr.		3750	
<b>B)</b>	<b>Total Amount for a Student</b>		<b>44325</b>	

- Note: 1) **Annual Session Fee:** Maintenance Fee, Library Fee, Electricity/ Generator Charges, Magazine, ID Card, Co-Curriculum & Teachers Day.  
2) **Term Fee:** Examination Fee & Skill Development Activity (Skating, Karate & AI Coding Class)

1. All school fees must be paid at the school office in cash between **9:00 am to 2:00 pm** on all working days or through electronic payment, either to the school's current **bank account No. 50019344870** with Indian Bank, Burrabazar Branch, Kolkata, IFSC Code IDIB000B895 or by **scanning the QR Code** of the school's current bank account which is given below. The transaction screen-shots of the payment must be shared on WhatsApp over phone Nos. 9874497432 or 9231942580 mentioning the student's name, the student's ID No., Registration No., Class, Section & Roll No. The rules for payment of school fees are as follows:
  - Fees paid for a quarter by the 20<sup>th</sup> day of the first month of that quarter: Attracts no late fee.
  - If fees paid between 21<sup>st</sup> day of 1<sup>st</sup> month and 10<sup>th</sup> day of 2<sup>nd</sup> month of that quarter: Late fee Rs.250/-.
  - If fees paid between 11<sup>th</sup> day of 2<sup>nd</sup> month to 10<sup>th</sup> day of 3<sup>rd</sup> month of that quarter: Late fee Rs.500/-.
  - If fees paid between 11<sup>th</sup> day of 3<sup>rd</sup> month to end of that quarter: Late fee Rs.750/-.
  - For fees paid after the end of the quarter (except 4<sup>th</sup> quarter) within a month's time: Late fee Rs.1000/-.
  - For the 4th quarter, fees must be cleared before the end of the session i.e. before 31<sup>st</sup> March failing which the name of the student will be struck off from the rolls.
2. In case of **non-payment of fees for more than one month after the end of the 1<sup>st</sup>, 2<sup>nd</sup> or 3<sup>rd</sup> quarter, the name of the student may be struck off from the rolls** and the student may be re-admitted only after payment of (1) **the outstanding fees** (2) **the due late fee** and (3) **a re-admission fee of Rs.500/-**.
3. **If the last day of payment of fees is a holiday, fees should be paid the day before to avoid late fee in case of payment of fees in cash to the school office.**
4. The school **Cash Office remains open throughout vacations** (from 9:00 am – 1:00 pm) except on Sundays and calendar holidays. Hence, parents are expected to clear their fees within the stipulated dates mentioned above. Otherwise late fee will be charged as applicable during vacation period also.
5. The fee book must be filled in by the parents/guardians, accurately mentioning the student's Name, Class, Section & Student Code (Admission No.) etc. on all the counterfoils.
6. Rs.100/- will be charged for a duplicate fee book in case it is lost or damaged.
7. The school accepts advance payment of school fees for the current academic session. Any parents willing to make the advance payment may do so in full or part thereof.
8. **The Annual Session Fee needs to be paid in whole at the beginning of the session which will enable the student to be registered on the school ERP for the new academic session.**

**THE LATE FEE AND THE RE-ADMISSION FEE WILL NOT BE EXEMPTED  
UNDER ANY CIRCUMSTANCES.**



PRINCIPAL  
NOPANY HIGH