

जी. के. श्रीवास्तव, भा.प्र.से.

अपर आयुक्त (प्रशासन एवं सतर्कता)

G. K. Srivastava, I.A.S.

Addl. Commissioner (Admn. & Vig.)



केन्द्रीय विद्यालय संगठन

KENDRIYA VIDYALAYA SANGATHAN

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Dated:-26th March, 2015
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To,
The Deputy Commissioner,
All Regional Offices.

Sub: - Fee collection through bank – Third phase-Reg.

Madam/Sir,

As you are aware during first and second Phase, fee has been collected from approx 15,000 and 2,00,000 students successfully during October,2014 and January, 2015 respectively. In the third phase, fee is to be collected from almost 11,00,000 students on PAN India basis.

First of all, I would like to congratulate all of my officials for successful execution of first and second phase of fee collection through bank. Further, in order to ensure success of third phase, following instructions may be brought to the knowledge of all KVs under your Region:-

1. Feeding of student data, promotion of class/student and thereafter first and second verification is required to be completed on or before 30th March, 2015. No overstepping is permissible in any of step.
2. Fee challan to be distributed to students well in advance before commencement of quarter i.e April – June, 2015.
3. A link may be provided to UBI portal from all KV & RO website to facilitate parent/student to take print out of fee receipt/challan and deposit of fee online.
4. In the first quarter, more and more students will deposit fee (offline) in branch, then in order to properly manage affair, student from class I to IV, V to VIII and IX to XII may be asked to deposit fee in different batches between 1-15th of fee collection month after taking into consideration holidays of bank. All Kvs, who have not opened SF and VVN account with UBI may open it promptly as per direction given vide letter dated 26.12.2014 under Announcement.

5. Fee challan will remain valid for complete month of April, 2015. In case of any difficulty faced by student/Parent related to deposit of fee in bank (including seeking revise fee challan after 15th April,15), same may be informed to DC (Finance) on Email kvsdcfinance@gmail.com and Shri Raut, Manager,UBI over Email raut@unionbankofindia.com.
6. In order to facilitate student/parent about the process to be followed for deposit of online fee, one PGT Computer science/teacher having knowledge of online aspect may be deputed for assisting student/Parent during fee collection month.
7. The complete student data will freeze on 30.03.2015 and thereafter no editing is permissible and it may please be ensured that above requisite formalities may be completed well in advance before awaiting result declaration. Non completion of requisite formalities with in prescribed time frame will be viewed seriously.

I solicit support from Deputy Commissioner of Region, Principal, Vice Principal, teaching as well as Non-teaching staff for the successful execution of this mission.

Yours faithfully



(G. K. Srivastava)

Additional Commissioner (Admn)

Distribution:-

1. PS to Commissioner for information.
2. PS To Additional Commissioner (Admn/Acad) for information.
3. The Deputy Commissioner (Acad.)/EDP with a request to upload on KVS Website under the head "Announcement".