INFORMATION & RULES

1. The school fee is payable for the entire academic session of 2025-26. The fees can be paid either in full, at the beginning of the year or as per the schedule given below.
2. A Student will be considered as continuing in the next session only on the payment of the 1st installment of the fees by **21st April 2025.**
3. **In case of non-payment of monthly fee installment, by the due date of the respective month, a late payment charge @ Rs. 500/- per month for April which will be compounded by Rs. 100/- per month and part month until clearance. Late fee from May – June onwards shall be Rs. 200/- per month which will be compounded by Rs. 100/- per month and part month until clearance.**

Eg- If the payment for April installment is done within 21st April, then no late fee will be applicable, if paid after 21st April and within 30th April, then a late fee of Rs. 500/- will be applicable and if paid in the month of May, then a late fee of Rs. 600/- will be applicable.

Eg- If the payment for May -June installment is done within 20th May, then no late fee will be applicable, if paid after 20th May till 31st May then a late fee of Rs. 200/- will be applicable and if paid in the month of June, then a late fee of Rs. 300/- will be applicable. In case of delay beyond 3 installments, clause no. 5 will be applicable.

4. Non-payment of fee for three installments will entail the student for de-enrollment from the rolls of the school without any further notice.
5. **Re-enrollment is subject to the availability of the seats and approval of the school management and the same will attract readmission fees of Rs. 5,000/- (Five Thousand Only) subject to management approval & availability of the seats.**
6. Fee-installment of any month cannot be considered as cleared without clearing previous outstanding.
7. Education fees are same as Tuition fees.
8. No reduction in fees is made for holidays or broken periods.
9. Rs. 500/- will be charged for re-issue of the fee book if it is lost/damaged.
10. In case of withdrawal of a student, Guardians must give a written application to the Principal with one full calendar months' notice or a month's full fees in lieu thereof.
11. Transfer certificate charges applicable as Rs. 500/-.
12. Transfer certificate will not be issued before all dues are fully paid.
13. Students are liable to be charged as long as their names have not been struck-off (TC) from the rolls.
14. Fees once paid are not refundable under any circumstances.
15. Parents are requested to update the fee paid details in the Almanac for easy reference (Please refer to Almanac Page-46).

INSTALLMENTS & MODES OF PAYMENT

We encourage you to use online modes of payments and not to wait until the last day to make your payments. Paying early and paying online will help you avoid long queues at the Bank. You can visit the School App/Website: www.bdmemorial.org and pay through Axis Bank/HDFC Bank portals.

Payment Due Date Schedule

Installments:	Due Date
April	**21.04.25**
May & June	**20.05.25**
July	**21.07.25**
August	**20.08.25**
September & October	**20.09.25**
November	**20.11.25**
December	**20.12.25**
January	**20.01.26**
February & March	**20.02.26**

Note: 1. Late fees will be charged in case of non-clearance of fees within due date.
2. Cumulative late fees will be levied from the 1st of every following month in case of default.