March 05, 2020

Circular

Payment of Course Fee, Hostel Fee, Utility and Mess advance
(NRI/Foreign Category) – for senior students only

The **yearly installment** of fees payable by your son/daughter/ward falls due **April 29, 2020**.

A statement of account showing the amount payable is available at the **Student Portal** on the website of MAHE - www.manipal.edu. We request you to remit the balance shown on the statement preferably by Telegraphic Transfer as per the Bank details provided on or before the above mentioned date.

The Hostel fee, Utility advance & Mess advance has to be paid as per the schedule available at www.manipal.edu > Academic > Fee Notification. The **Hostel fee & Utility advance** specified will have to be remitted in USD preferably by Telegraphic Transfer as per bank details provided. The **due date for the Hostel Fee & Utility advance payment will be same as that for course fee payment**.

You are requested to enter the details of the payments at the tab provided (https://sis.manipal.edu – student portal > Dues > Bank transfer-RTGS/ NEFT> Course Fee/ Hostel fee) and upload the scanned copy of the transaction detail – MT103 and submit for verification and confirmation from our end. **On confirmation message will be sent to email id provided at the time of upload of payment details, accordingly student may contact Student Finance office for collecting fee paid receipt.**

**Bank charges if any, charged by the Intermediary/Correspondent bank is to be borne by the student.**

The **mess advance** shall be paid in INR. The navigation is https://sis.manipal.edu – student portal > Dues > Fee Kart > Mess Fee

**Please note that the student has to mandatorily complete the Annual Registration process after the payment is receipted. The navigation for the same will be https://sis.manipal.edu – student/ parent login > Dues > Annual Registration.**

It may be brought to the notice of the students/parents that, fee defaulters will not be allowed to attend the classes and names of such students will be deleted from the attendance register.

Payments made after the due date will attract a late fee at 12% per annum on the amount due.

Thanking you

Yours sincerely

Dr Narayana Sabhahit
Registrar

**copy:** Director Finance, MAHE
AGM Finance – Student Finance, MAHE