



Doon Public School

A New Generation Sr. Sec. School | Recognised & Affiliated to CBSE

Affiliation No. : 530370, School Code: 40355

FEE STRUCTURE (SESSION 2023 - 2024)

One Time Charges for New Admissions	Processing Charges	Rs. 500/-
	Admission Charges	
	For All	Rs. 24,000/-
	For Siblings	Rs. 20,000/- (After Concession)
	For One & Only Girl Child (Proof / Affidavit to be attached)	Rs. 19,000/- (After Concession)
	Cautions Money (Refundable)	Rs. 5,000/-
Monthly Composite Fee		
Classes	Nursery J. to U.K.G.	Rs. 4,900/-
	I to VIII	Rs. 5,300/-
	IX to X	Rs. 5,500/-
	XI to XII	Rs. 5,500/- (Rs. 300/- Practical fee for Medical & Non-Medical)

RULES FOR PAYMENT OF COMPOSITE FEE & TRANSPORT MAINTENANCE CHARGES

- It is the sole responsibility of the parents to timely deposit Composite Fee & Transport Maintenance Charges by the stipulated months & dates.
- School will not send reminders for depositing the Composite Fee & Transport Maintenance Charges.
- Cash will not be accepted only Digital Mode to be used for Fee Payment
- For any kind of fee related queries or clarification, kindly visit the School Accounts Office in person
- Please do not approach the Principal regarding omission of fine / default penalty.
- School Office Timings: 08:30 AM to 12:30 PM

1. Composite Fee & Transport Maintenance Charges to be paid through School's Website (www.doonpublicschoolpkl.com) in Digital Mode only. NO CASH payment will be accepted by the Accounts Department in the School. The details of Composite Fee & Transport Maintenance Charges are available on school's website. Transport Maintenance Charges will be as per the location. Transport Maintenance Charges have to be paid for Winter Break or any kind of extended Break by the Govt. If any problem faced in paying Composite Fee & Transport Maintenance Charges through Digital Mode, contact in person School's Account Office in the first week of fee-paying month. In case, Composite Fee & Transport Maintenance Charges paid through scanner, kindly share the receipt with the School's Accounts Office.

- 2(a). Composite Fee & Transport Maintenance Charges to be paid on **Quarterly basis** i.e. **April, July, October and January** or on **Yearly** basis. If the **Monthly Composite Fee** is paid for the whole Academic Session in the beginning of the Session i.e. April, it will be charged for 11 $\frac{1}{2}$ months instead of 12 months. Composite Fee & Transport Maintenance Charges have to be paid on or before the **last date** i.e. the 10th of fee payment month. **Late Fee Fine** will be charged @ **Rs. 30/- per day** after the due date i.e. 10th of the fee payment month.
- 2(b). Composite Fee & Transport Maintenance Charges can be paid on Monthly basis (**DIGITAL MODE**) only after the approval of a written request made by the parents on the condition that fee / charges shall be paid before 10th of every month, otherwise late fee fine of **Rs. 30/- per day** will be charged. This monthly payment facility cannot be availed in the **FIRST quarter (April to June)** and **LAST quarter (January to March)**. **NO WRITTEN REQUESTS** will be accepted to this effect.
3. Composite Fee & Transport Maintenance Charges can also be paid through **cheque before 7th of every quarter (April, July, October and January)**. This facility (payment through cheque) cannot be availed if Composite Fee & Transport Maintenance Charges is paid on monthly basis. In case of cheque dishonoured, **Rs. 350/- & late fee fine @ Rs. 30/- per day** will be charged, if cheque gets cleared after the last date of fee payment.
4. No Verbal/ Telephonic/ Whatsapp Messages will be entertained for any kind of queries or relaxation in fee / charges payment of monthly composite fee & transport maintenance charges or late fee fine.
5. **Transport Maintenance Charges** will be applicable for only **11 months**. There are **No Transport Maintenance Charges** for the month of **JUNE** i.e. **Summer Break**.
6. In case any student wishes to discontinue the school transport, **one month notice** in writing should be given, failing which the parents would have to pay the **Transport Maintenance Charges** for the month in question.
7. Child's name will automatically be struck off the rolls in case of non-payment of Monthly Composite Fee or Monthly Transport Maintenance Charges in both cases by the end of the fee payment month.
8. **Re-admission fee** (as per the decision of the management) will be applicable in case of non-payment of Monthly Composite Fee till the last day of month, only after a written request by parents.
9. If there are any outstanding dues at the close of the year i.e. 31st March, Progress Report will be held by the school.
10. The School Management reserves the right to review the Fee Structure and Transport Maintenance Charges.


PRINCIPAL
Doon Public School
Sector-21, Panchkula HR


Doon Public School Education Society
Secretary