

User Manual For Pending Fee Payment by Student

This feature is used to pay fee payment pending for students in closed colleges or students other than those in program status 'Pursuing'.

Note: Using this feature, students will be able to pay only the **fee generated (for the student) in the institution account**.

Steps to be followed from student login

- The student can access the menu 'My Fees' under **Student** tab.
- Only the following types of fee can be paid through this feature from student login,
 - Revaluation Fee (Though this fee can be paid through Student and Institution login, **only fee generated (for the student) in the institution account can be paid here**).
 - Answer Script Copy Fee(Though this fee can be paid through Student and Institution login, **only fee generated (for the student) in the institution account can be paid here**).
 - Exam Fee
 - Sports Fee
 - Admission Fee
- All the fee information is shown with fee type and fee amount. The student can also see if the amount comes under 'Pay Now' or 'Pay Later' and the payment status (Paid/Unpaid) along with 'Action' column. (Action Column will be visible only if the affiliation status of the student's institution is closed / student's program status is not 'Pursuing').

The screenshot shows the APJ Abdul Kalam Technological University student portal. The user is logged in as a student, and the 'My Fees' section is active. The page displays student details and a table of fees.

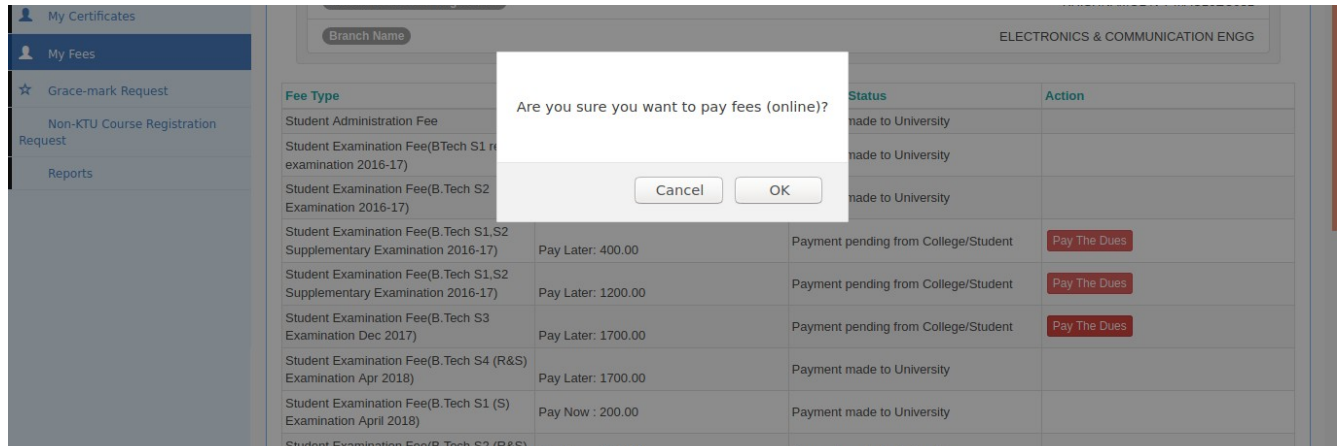
Student Details

Student Name and Register No: [Redacted]

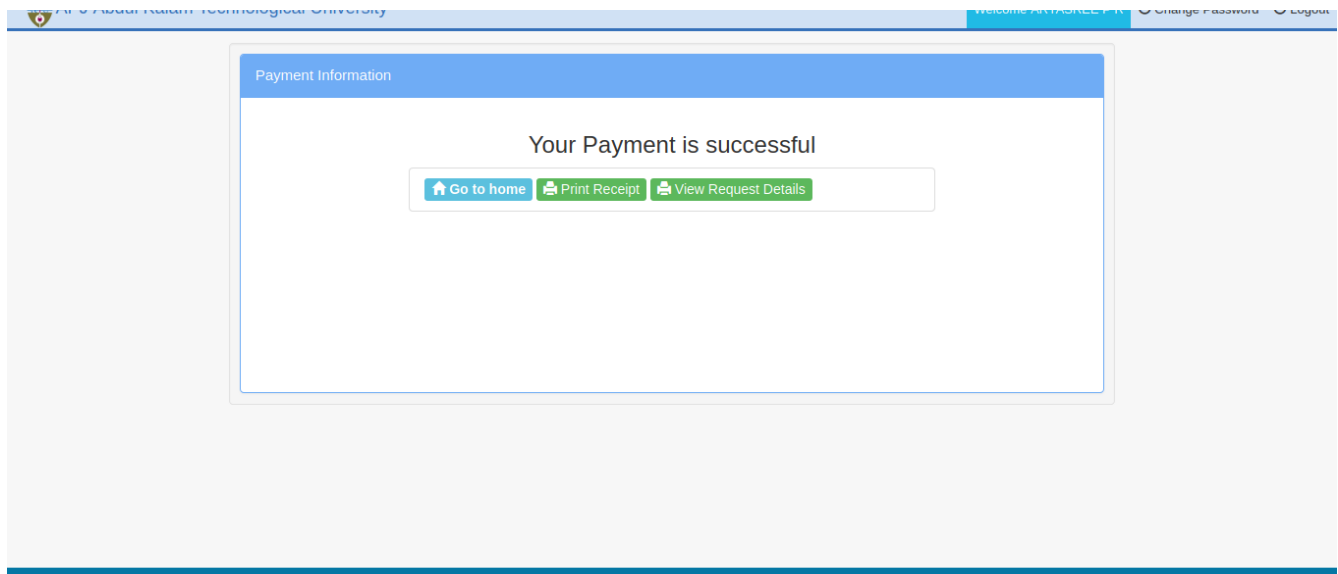
Branch Name: ELECTRONICS & COMMUNICATION ENGG

Fee Type	Fee Amount (Rs)	Payment Status	Action
Student Administration Fee	Pay Later : 1000.00	Payment made to University	
Student Examination Fee(B.Tech S1 regular examination 2016-17)	Pay Later: 1700.00	Payment made to University	
Student Examination Fee(B.Tech S2 Examination 2016-17)	Pay Later: 1700.00	Payment made to University	
Student Examination Fee(B.Tech S1,S2 Supplementary Examination 2016-17)	Pay Later: 400.00	Payment pending from College/Student	Pay The Dues
Student Examination Fee(B.Tech S1,S2 Supplementary Examination 2016-17)	Pay Later: 1200.00	Payment pending from College/Student	Pay The Dues
Student Examination Fee(B.Tech S3 Examination Dec 2017)	Pay Later: 1700.00	Payment pending from College/Student	Pay The Dues
Student Examination Fee(B.Tech S4 (R&S) Examination Apr 2018)	Pay Later: 1700.00	Payment made to University	
Student Examination Fee(B.Tech S1 (S) Examination April 2018)	Pay Now : 200.00	Payment made to University	
Student Examination Fee(B.Tech S2 (R&S)			

- ‘**Pay the Dues**’ Button shows only if the fee is unpaid and the fee applicable for the student is generated in the institution account.
- When the student clicks the ‘**Pay the Dues**’ Button, a confirmation message appears. Click the ‘**OK**’ Button to navigate to the payment page as shown.



- After successful payment, transaction details can be viewed by student by clicking the “Print Receipt” icon.



- Transaction details can also viewed in “**My Payment Transaction**” menu under “**Student**” tab.

Student Management

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APJ Abdul Kalam Technological University
Welcome
Change Password
Logout

- Cancelation Requests
- Course/Semester Exam Registration
- Honours Degree
- My Certificates
- My Fees
- Grace-mark Request
- Non-KTU Course Registration Request
- My Payment Transactions
- Reports

Payment Type
Status

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Points to Note:

1. In case your payment transaction is not shown as 'Success' even after the amount got debited from your account, you can click the **Check Payment Status** link against the corresponding payment transaction.
2. Even after clicking the **Check Payment Status** link against the transaction, if the status remains the same, it means the final confirmation is awaited from the payment gateway.
3. Banks and payment gateways typically take upto 48 hrs to update the final status. Once we receive a confirmation from the payment gateway, your payment status will be updated immediately. Till then, please do not attempt payment again.
4. Complaints related to online payments services may be forwarded to the email id asstfinance5@ktu.edu.in. Please ensure to upload proper records and documentary proofs (student's KTU register number, bank transaction id etc.) in such complaints.

Process	Transaction Number	Amount	Payment Mode	Status	Transaction Created Date/Transaction Date	Payment Gateway	Print Receipt	Action
Answer Script copy of B.Tech S7 (R.S) Dec 2019	241364-testoffline	500.00	NA	SUCCESS	2020-12-02 17:16:34 2020-12-02 17:16:33	HDFC Bank		

1 items found, displaying 1 to 1.

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