

## Fee Structure & Payment Guide

### FEES

Session 2026-27 · Program-wise amounts are given in your offer letter / invoice

Fees at Atulya Defence Academy depend on the **program** (CBSE class + entrance track) and the **mode** (day scholar or residential). The exact amount for your child is given in the **offer letter / invoice** after counselling. This guide explains how fees work so there are no surprises.

**Get your fee quote:** call/WhatsApp 98121-97229 · 89504-44456 or visit the Admissions Office. We share a written, program-wise quote with instalment options.

### Fee components (shown separately on your invoice)

| Component                                    | Who pays             | Notes                                                       |
|----------------------------------------------|----------------------|-------------------------------------------------------------|
| Tuition (CBSE schooling + entrance coaching) | All students         | Monthly or term-wise instalments where the program allows.  |
| Hostel & mess                                | Residential students | Can be paid separately from tuition if your plan allows.    |
| Transport                                    | Only if opted        | Route-based; register with the Transport Registration form. |
| Books, study material & test series          | As per program       | See the Booklist & Stationery list.                         |
| Uniform & kit                                | New students         | See the Uniform & Kit Guide.                                |

The list above shows typical heads. Your invoice lists the exact heads and amounts for your program.

### Ways to pay

- UPI (fastest):** scan the school QR at the office or use the UPI ID on your invoice. Add *Student Name – Class – Mobile* in remarks.
- Netbanking / NEFT / IMPS:** use the bank details printed on your invoice. Keep the UTR / reference number.
- Cheque / Demand Draft:** payable to the school name as printed on the invoice; collect an acknowledgement.
- Cash at office:** during working hours at the accounts desk — always collect a printed receipt.
- Card / POS:** where available; any processing charge is disclosed upfront.

**Safety first:** never pay into a personal account. Use only the official details on your invoice / at the office. If you receive payment details on WhatsApp/Telegram that look unusual, call us first.

### Instalments, due dates & late fee

- Some programs allow monthly or term-wise instalments — confirmed in the offer letter.
- Due dates are shared on the invoice and by SMS/email; reminders are sent before the due date.
- Grace periods (if any) are announced in advance. Late fee, if applicable, is shown transparently on the next bill.

- Bank delay? Share the UTR and we mark the payment as pending realisation.

## Scholarships & adjustments

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- Merit, sports and defence-background scholarships are applied after verification (see *Scholarships Policy & Criteria*; apply with the *Scholarship Application Form*).
- Scholarships appear on the invoice, so you pay the net amount. Mid-term awards are adjusted in the next bill or by credit note.

## Receipts, certificates & refunds

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- Digital receipt by SMS/email after verification; printed receipts and fee certificates at the accounts desk.
- Keep copies of UTRs, invoices and screenshots.
- Refunds follow the *Refund & Withdrawal Policy* and are paid only to the original payer account (use the Refund & Withdrawal Request form).