How to pay Registration Fees?

1. Please log in to your account

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2. Select Online Registration Option in the portal after sign in

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	Vidyasagar University Niine Registration Portal (for affiliated colleges only)				
	Verify Institute wise course Details				
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3. Click on the Generate Payment Challan

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4. Select the correct schedule and check whether number of locked record count is correct. If all information is right click on Generate Challan.

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Online Registration Portal (for affiliated colleges only)	
Select Phase/Schedule Payment from: 04-12-2022 to: 14-12-2022 (for Data Operation from: 14-11-2022 to: 03-12-2022)	~
As of now, numbe Amount to be paic Please note that C locked students only during the defined period. Please also note that, once data operation schedule is over, lock status can not be altered. Therefore lock only valid records.	
Generate Challan	
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5. A payment challan will be generated. Click on the Download Challan option.

Payment from: 04-11-	-2022 to: 14-12-2022 (for Data	Operation from: 14-11-2022 to:	03-12-2022)		~
Challan No	Record Count	Total Amount	Generated on Date & Time	Download Challan	
1001		-	01-12-2022 13:03:30 PM	Download Challan	

6. Print the challan

22, 11:15 AM		Challan No-		
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otal amount o Registration pu	of Rs. 110670/- for prose (2022-2023	r 651 candidat 3) from ABCI	es to be paid to D COLLEGE	the University for UG
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ost:62365/Users/College/Registration/Challan/DownloadChallan.aspx?CID=1001

After printing the challan pay through Bank Transfer/NEFT/RTGS, account details of the university is mentioned in the first box of the mode of payment. Then write down the transaction details like UTR Number/ Bank Reference number etc. with date in the box below (marked as 3). Or you can also pay through Demand Draft as mentioned in the second box and write down the Demand Draft Number and date in the box below it (marked as 3).

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- ii) After payment Signature of the HOI (Principal/TIC/OIC) with Seal is required in the place marked as 1 and 2.
- iii) Please come to the university accounts section and submit the challan along with payment proof (in case of NEFT/RTGS/Bank Transfer).
- iv) Account Section of the university will verify and the cash Section will issue two copies of money receipt, one copy is to be retained by the college.
- v) Submit to the office of the Deputy Registrar (Academic) the second copy of the money receipt along with a forwarding letter mentioning the subject wise statistics of the students and details of fees deposited.