

### Dear Parents

Congratulations !!! You will be glad to know that the School is first in Panipat to have SB Collect for online payment of School fees. The fee should be deposited as per the process given below. Refer this page for submission of fee for every quarter and kindly follow the procedure given below for fee deposition.

1. Open website [www.onlinesbi.com](http://www.onlinesbi.com)
2. Click on **State Bank Collect** tab from the home page opened.
3. Now, read out the instructions and then select box for the acceptance given as the last point. Then click on **Proceed**.
4. Select **Haryana** from the pop-up menu of **State of corporate/Institution**. Further, select **Educational Institutions** from **Type of Corporate/Institutions**. Then click on **GO**.
5. From the next window, select the **DAV Police Public School** from the pop-up menu of **Educational Institute name**. Then click on **Submit**.
6. Now, Select **DAV School Fees** from Pop-up menu of **Select payment category**.
7. Now, on the current page, fill the required details and click on **Submit**.
8. Now, verify the details filled carefully and click on **Confirm**.
9. In Current window, Choose the way through which you want to pay fee i.e. SBI ATM, Credit card, Other bank ATM's/Debit card etc.
10. Now, fill the required details and click on **Pay**.
11. From next window, Click on **Proceed**.
12. Now, you will receive one password on your mobile through SMS.
13. In current window, enter your **ATM Pin, A/c no., Password** received on your mobile.
14. Now create your security code as per the instructions—minimum 8 characters including at least one numeric, one alphabet and one special character (for example : a\_123456).  
Note : The new created password will be required in next transactions. So, keep it in record for future use.
15. Fill the information further required and finally click on **submit**.
16. You will get a window showing message that **the fee is submitted successfully**. And you can have print out of e-receipt by clicking on **Click here to view/download the e-receipt**.

Note : **You must have SB collect reference no. in record for further confirmation as a proof of fee submission.**

\* Steps from 9-15 Vary from Bank to Bank.