



**Date: 10 May'24**

**Circular No: QCS/2024/088**

**Dear Parents  
Greetings!**

In alignment with our previous communication through Notice No 063, dated 18th March 2024, we want to reiterate our school's shift to quarterly fee payments starting from the Academic Session 2024-25 as a school policy. The option for monthly payments was extended to support our parents during the challenging times of the COVID-19 pandemic. However, as the situation has stabilized, the quarterly fee payment system will be the standard procedure here after.

The fee must be paid before the 10th of the first month of the quarter, thereafter late charges of Rs. 20 per day will be levied on the fee. To facilitate the payment process, we have provided multiple convenient payment options, including online platforms and through ERP.

Your cooperation and adherence to this policy adjustment are crucial in maintaining the integrity of our financial procedures and sustaining the high standards of our educational institution.

For any assistance, please do not hesitate to reach out to school front desk on 9891889900.

Thank you for your continued support and understanding.

**Ms. Sandhya Kumaria**

A handwritten signature in green ink that reads 'Sandhya Kumaria'.

**HOS**