



SATYA/ADMN/CIR/2025-26/129

December 19, 2025

Dear Parents,

Namaste!

This is to inform you that the deposition of 4<sup>th</sup> Quarter fee of your ward will commence from December 20, 2025. The last date for fee submission is January 10, January 2026. Parents are kindly requested to ensure timely payment of fees.

**Payment Mode:**

- Cash payment shall not be accepted & parents are advised not to make direct transfer in bank account. Fee payment needs to be **made only through the student portal (ShriConnect)**.
- Parents may login to the student portal Shricconnect through the student login credentials and pay. In case of any issue faced on student portal, please contact the following:

**Fee related issue: Mr. Prabhudutta Das** [accounts@satyaschool.in](mailto:accounts@satyaschool.in) Mobile No.- 9289346639  
**Technical issue: Mr. Vijay Kumar** [vijay.kumar@satyaschool.in](mailto:vijay.kumar@satyaschool.in) Mobile No. - 9872257907

**Late fee payment fine:**

In case the fee is not paid by the due date, **January 10, 2026**, a fine shall be levied as below:

- a. **From January 11 to January 31, 2026 : INR 50/- per day (including holidays)**
- b. **From February 1, 2026, till the date of payment: INR 100/- per day (including holidays)**

Parents who have outstanding fees from previous quarters are requested to clear the same on or before December 20, 2025 to avoid further penal action.

We look forward to your continued trust and support as we work together to provide the best possible educational experience for our learners.

Warm regards

**Manisha Malhotra**  
**Director Principal**