

**MATRUSRI DAV PUBLIC SCHOOL**  
**MATRUSRI NAGAR COLONY, MIYAPUR, HYDERABAD-500049**

**CIRCULAR: MDAVPS/HYD/2019-20/CIR NO: 03**

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Dear parent,

As you are aware your ward \_\_\_\_\_ of Class \_\_\_\_\_ Section \_\_\_\_\_ is availing school transportation. Transportation fee is Rs. **1700/-** or **1800/-** (Per Month) from June-2019 to April-2020.

**TRANSPORT FEE PARTICULARS: (IN THREE TERMS ONLY)**

PRESENT FEE SLABS	NO. OF MONTHS	TOTAL AMOUNT
Rs. 1,700/- Per Month	First Term -June to September (Rs. 1,700/- X 4) Second Term-October to December (Rs. 1,700/- X 3) Third Term -January to April (Rs. 1,700 X4)	Rs. 18,700/-
Rs. 1,800/- Per Month	First Term -June to September(Rs. 1,800/- X 4) Second Term -October to December(Rs. 1,800/- X3) Third Term -January to April (Rs. 1,800 X 4)	Rs. 19,800/-

This year we are having only two fee structures **Rs. 1700/-** and **Rs. 1800/-**. Please refer to first line of circular for your ward's transport fee.

The fee hike is marginal and is the need of the hour as diesel charges and utility charges of all essential services like maintenance of the buses have been hiked. I am sure you will understand the thought process that has diligently gone about into framing the fee structure. The support that you have been extending to the school is solicited from your end.

There is also a slight change in fee collection dates. Fee will be collected in June, October & December. Parents to cooperate with the administrative changes that are made. This is done from the management end to reduce the burden on the administrative staff. Kindly go through the circular in detail and follow it in letter & spirit.

1. Fee will only be collected as Cheque or DD in favour of '**Matrusri D A V Public School**'. Cash will not be entertained.
2. In-Case of Transport fee cheque rejects, penalty of Rs. 300/- will be charged.
3. Once a cheque is rejected, Next fee payment will only be accepted as Demand Draft.
4. Kindly preserve receipt with you carefully. In-case the school authorities require it for any reference; the parent should be able to produce the same.
5. No fee collection on Second Saturday, Fourth Saturday & Bank holidays.
6. Pay the correct amount as mentioned in the fee circular. Please write the Students name, Admission number, Class/sec, Mother/Father mobile no., Bus Numbers, on the reverse side of the cheque.
7. Parent must obtain the receipt from the fee counter at the time of fee payment. The school is not responsible for any payment without receipt. Fee card is compulsory during the payment of fee.
8. As there is no separate transport fee card, regular fee card must be carried/sent along for payment of transport fee.

**Due Dates for fee payments:**

TERM	MONTHS	NO.OF MONTHS	DUE DATES	DATES WITH LATE FEE	LATE FEE AMOUNT	FINE AMOUNT/REMARKS
1	June-2019 to Sep-2019	4 months	15 <sup>th</sup> June 2019 to 30 <sup>th</sup> July 2019	1 <sup>st</sup> August to 30 <sup>th</sup> September, 2019	Rs. 100/-	Beyond 30th Sept: Rs.500/- fine.
2	Oct-2019 to Dec-2019	3 Months	1 <sup>st</sup> October to 15 <sup>th</sup> November 2019	1 <sup>st</sup> December to 31 <sup>st</sup> December 2019	Rs. 100/-	Beyond 31 <sup>st</sup> Dec : Rs.500/- fine.
3	Jan-2020 to April-2020	4 Months	1 <sup>st</sup> January 2020 to 15 <sup>th</sup> February 2020	No transport fee will be collected beyond 15 <sup>th</sup> February	Late fee not applicable after 15 <sup>th</sup> February	If fee is not paid by 15 <sup>th</sup> Feb, 2020. Transport facility will be withdrawn to the child. caution deposit will not be refunded

**Fines are imposed to reduce the number of defaulters. Parents to comply strictly with fee payment schedule.**

**Note: If a parent does not pay the transport fee for one consecutive term, then the school transport facility will be withdrawn and caution deposit will not be refunded. This rule is brought into force since transport is only a service provided on a break even basis to the children.**

**Fee counter timings: 9.00am to 01.30 pm.**

**With Warm regards,**

**Principal**