



भारतीय प्रौद्योगिकी संस्थान गुवाहाटी
INDIAN INSTITUTE OF TECHNOLOGY GUWAHATI
Finance & Accounts Section

Ref. No: IITG/F&A/E-PAYMENT/21/22
Date: February 22, 2021

NOTICE

**Sub: Payment of Registration Fee for 1st year undergraduate students
(March-June, 2021 Semester)**

This is to bring to the notice of all the 1st year undergraduate students that the online payment facility of Registration Fee for March-June, 2021 semester will be made available w.e.f. 10 AM on February 27, and will be closed at 5 PM on 7th March, 2021. Those students who are borrowing education loan from bank can also use e-payment portal and pay their fee through NEFT. Process and guidelines for payment of fee through online and NEFT mode are available on e-payment portal.

Please note that payment through NEFT is available only for the students borrowing education loan. Other mode of payment like IMPS, direct deposit into institute bank A/c will not be accepted,

Those students who fails to pay the registration fee as per above mentioned deadline, will not be allowed for registration.


23/2/21
Registrar

Copy to:

1. Director's Office/Dy. Director's Office /Registrar's Office / All Dean's Office: For information please
2. All HoDs / HAC's / HoSs : For circulation amongst all concerned.
3. Notice Board.

GUIDELINES FOR ONLINE PAYMENT OF REGISTRATION FEE

1. Students are advised to pay registration fee online.
2. Online payment of Registration Fee can be made, using the following modes:
 - a. Net Banking
 - b. Debit Card (VISA, Master, Maestro)
 - c. Credit Card
 - d. E-wallet
 - e. UPI (BHIM)
3. For making online payment of Registration fee, please login at the e-payment portal (<https://online.iitg.ac.in/epay>) using IITG web-mail id and password.
4. Guidelines for online payment of Registration Fee are available on the e-payment portal.
5. On successful payment of online registration fee, receipt will be generated and sent to the student's registered email.
6. No fee will be charged from the students for online payment of fees by any of the modes mentioned above.
7. Students are required to pay the fee online before the last date specified.
8. Students are advised to go through the online payment guidelines before making the payment of registration fee.
9. While making the payment of registration fee using online mode if the amount has been debited from your account but receipt is being not generated. Please lodge complaint following the link contact us on e-payment portal. (<https://online.iitg.ac.in/epay/ComplaintLogin.jsp>)
10. Please do not pay for second time in case your account is debited at the time of fee payment and receipt is being not generated.
11. Facility for lodging complaint in connection with the online payment is available on the e-payment portal.
12. Please contact to Finance and Accounts Section, IIT Guwahati for any payment related queries.
13. Registration fee by way of cash will not be accepted by the Finance & Accounts Section.



Process for Payment through NEFT

Existing student borrowing education loan from bank can pay their fee through NEFT.

Step 1:

- Student log in to the IITG E-payment portal (<https://online.iitg.ac.in/epay>) using their web mail id and password. After login, verify your detail and ensure that the same is correct. In case of any discrepancy follow the instructions by clicking on the tab 'CONTACT US'. If the details are correct, click the check box and I Agree button to know your fee amount and bank detail for NEFT.

The screenshot shows the IITG E-payment portal interface. At the top, there are navigation links: HOME, Download Receipt, and Log Out. Below the navigation bar, a welcome message reads: "Welcome To IITG E-Payment System". A section titled "Please Verify Your Details" contains a table labeled "Your Details".

Your Details	
Name	SANJOY DAS
Roll No	144101050
Programme	MTech
Department	Computer Science and Engineering
Student Type	Part-Time
Hostel	Non Hosteller
Year of Admission	2014

Below the table, there is a checkbox labeled "I agree that my above details are correct." and a button labeled "I Agree".

Notes:
Note 1:- Hostel information will show as either "Hosteller" or "Non Hosteller".
Note 2:- If you find any discrepancy in your records, please do not proceed further and inform the concerned authority immediately.

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- Select the fee type from drop down menu to know your fee amount.

The screenshot shows the IITG E-payment portal interface. At the top, there are navigation links: HOME, Log Out, and a button labeled "Please Select Your Payment Type". Below the navigation bar, a section titled "Please Select Your Payment Type" contains a dropdown menu labeled "Select Fee Type".

The dropdown menu is open, showing the following options:

- Select Fee
- Select Fee
- IIT Alumni Fund
- Career Development Fund
- Tuition Fee
- Registration / Enrolment Fee
- Mess Deposit
- Library Fine

Below the dropdown menu, there is a note: "Note:- Students can pay only one fee type at a time."

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Step 2:

Students should provide bank details and exact amount of fee to his bank for Transfer of the fee amount to Institute Bank A/c through NEFT as per detail below:

Account Name	IIT Guwahati – Students Fee
Account No.	8652101028709
IFS Code	CNRB0008652

Insist your bank to write your Roll No. followed by Name in description field (**for example, 156023101-Name of student**) while transferring the fee amount. Collect UTR No./Reference No (that reflect into Institute bank A/c) and IFS Code from Bank for providing payment information in the e-payment portal. In case of bank transfer ask for reference number that reflect into Institute bank account.

Step 3:

- Log in to the IITG E-Payment portal (<https://online.iitg.ac.in/epay>)
- Verify and confirm your details.
- Select “Registration/Enrolment fee” in the fee selection page.
- Select payment mode as “Pay through NEFT” and provide the following information in the payment option page.
 - I. **Complete UTR No. or NEFT No.** (After transferring fee amount insist the bank official to provide the UTR No.)
 - II. IFSC of the bank transferring fee amount.
 - III. Date of NEFT.

The screenshot shows the IITG E-Payment Gateway interface. The top navigation bar includes links for 'IITG - Signout', 'Indian Institute of Technology Guwahati', and 'IITG E-payment Gateway'. The main content area displays two forms. The first form, titled 'Please Confirm Your Details', contains the following information: Roll No. 144101050, Description Registration / Enrolment Fee, Year 2016, Semester 2, Type R9108, and Amount Rs. 14664. The second form, titled 'Payment Through Education Loan', contains the following information: Session JAN-MAY, Loan Bank Other Banks, Mode of Payment NEFT, Correct UTR or NEFT No. 14664, Amount 14664, IFSC Code of Bank from where NEFT was done, and Date of NEFT. A 'PAY' button is located at the bottom of the second form. The bottom status bar shows the file '2017424126.pdf' and the 'NEFT Module'.



The status would be updated in the e-payment portal within two working days and payment receipt would be available for download. Status of payment can also be checked after 2 working days from e-payment portal.