

Procedure for the payment of CONVOCATION FEE

Step 1: Log into your ERP account and click on **FEE PAYMENTS**

The screenshot displays the KLU ERP Student Portal interface. The browser's address bar shows the URL <https://newerp.kluniversity.in/index.php?r=site%2Findexindi>. The page header includes the KLU logo, the text "Student Portal -ERP", and a user profile with the ID "180070224" and a "Logout" button. A red banner below the header contains the "KLU ERP" logo. On the left, a sidebar menu lists various options, with "Fee Payments" highlighted in blue. The main content area displays a "Welcome 180070224" message and four circular icons representing different categories: "Journals & Conferences", "Awards & Recognitions", "Workshops, Seminars & Guest Lectures", and "Projects & Consultancy". The bottom of the screen shows a Windows taskbar with the date "30-09-2022" and time "17:45".

Step 2: Click on **PAY-EXAM SECTION-CERTIFICATES**, then the following screen will be opened

The screenshot displays the Student Portal -ERP interface. The browser address bar shows the URL: https://newerp.kluniversity.in/index.php?r=feepayments%2Fstudentfeeorderdetailsinfo%2Fmake_payment&item=EXAM+SECTION++CERTIFICATES&id=4&stkid=1. The page header includes the KL University logo, the text "Student Portal -ERP", and a user profile with ID 180070224 and a Logout button. The left sidebar contains a navigation menu with options like Home, Academic Registration, Attendance register, Career Choice, Courses, Counselling Diary, End Exam Result, Fee Payments (selected), My Payments, My SEM Fee Structure, Verify Fee Payment Status online, PAY - TRANSPORT, PAY - EXAM SECTION - CERTIFICATES (highlighted), PAY - END SEM EXAM FEE, PAY - TUITION FEE, PAY - CERTIFICATE COURSE FEES(2021-2022), PAY - INDIVIDUAL COURSES - PHD, PAY - RE-REGISTRATION FEE, PAY - PLACEMENT, and PAY - SPORTS. The main content area is titled "Student Payment Order For EXAM SECTION - CERTIFICATES" and contains a form with the following fields: Pay For Study Year (dropdown), Semester (dropdown), Payment For (dropdown), Email (text), Phone Number (text), Currency Format (dropdown), Amount (text), and Bank (dropdown). Below the form are "Place Order" and "Reset" buttons. A section titled "Steps To Make Payment" provides instructions: Step 1: Select the appropriate year of study for which payment is made ex: if You want to pay your 2nd year tuition Fee Select 2nd Year; Step 2: If You dont have any relevancy with semester then select Odd sem as default; Step 3: Fill the email and Contact no to receive communication from Bank; Step 4: Fill in the appropriate amount and your bank of preference for online payment; Step 5: Click on "Place Order" to generate the order Number and Redirect to the bank Payment Site. The footer shows the temperature as 28°C Cloudy, system icons, and the date 30-09-2022 at 17:49.

Student Portal -ERP

180070224 Logout

Home / Student Fee Order Details Infos / Student Payment Order

Student Payment Order For EXAM SECTION - CERTIFICATES

Pay For Study Year
Select Year Of Study

Semester
Select Semester
Select Odd Sem if Not Applicable

Payment For
Select Payment Item

Email

Phone Number

Currency Format
Select Currency Format

Amount

Bank

Place Order Reset

Steps To Make Payment

Step 1: Select the appropriate year of study for which payment is made ex: if You want to pay your 2nd year tuition Fee Select 2nd Year
Step 2: If You dont have any relevancy with semester then select Odd sem as default
Step 3: Fill the email and Contact no to receive communication from Bank.
Step 4: Fill in the appropriate amount and your bank of preference for online payment.
Step 5: Click on "Place Order" to generate the order Number and Redirect to the bank Payment Site

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Step 3: Do the following selection and fill the remaining details as asked in the form

Student Portal -ERP

180070224

Logout

Home / Student Fee Order Details Infos / Student Payment Order

Student Payment Order For EXAM SECTION - CERTIFICATES

Pay For Study Year
4

Semester
Even Sem

Select Odd Sem if Not Applicable

Payment For
Select Payment Item

Phone Number

Currency Format
Select Currency Format

Amount

Bank

Order Reset

Payment For Options:

- Select Payment Item
- Convocation Fee(In person)-1000
- Convocation Fee(In Absentia)-1500
- Migration Fee-150
- Revaluation Fee-1000
- Personal Verification-250
- Photo Copy of Answer script-0
- Duplicate Grade Card-100
- Duplicate CMM-2000
- Duplicate Provisional Certificate-2000
- Duplicate OD-3000
- Malpractice Fine-1000
- Condonation Fine-500

Steps:

- Step 1: Select the appropriate year of study for which payment is made ex: if You want to pay your 2nd year tuition Fee Select 2nd Year
- Step 2: If You dont have any relevancy with semester then select Odd sem as default
- Step 3: Fill the email and Contact no to receive communication from Bank.
- Step 4: Fill in the appropriate amount and your bank of preference for online payment.
- Step 5: Click on "Place Order" to generate the order Number and Redirect to the bank Payment Site

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17:54 30-09-2022

Step 4: Once all the details are completely filled, verify all the details and then finally click PLACE ORDER.

Step 5: After the PLACE ORDER is clicked it will lead to the bank transaction.