

REVISED CIRCULAR - SCHOOL FEES PAYMENT & PENALTY 2025-2026

Dear Parent,

Please note the important instructions for the school fees payment.

OPTION 1 : ENTIRE YEAR'S SCHOOL FEE PAYMENT

A Discount of 5% can be availed on payment of entire year's fee only if it is paid from **1 April to 30 June 2025**. This option is available on MCB Portal. **Kindly click on 'Avail Offer and Pay'**

OPTION 2 : SCHOOL FEES IN TWO INSTALLMENTS

Term	Period	Dates of Fees Payment	Discount
1	June to November	2 June to 30 June 2025	No discount
2	December to May	1 December to 30 December 2025	No discount

- The school fees must be paid through MCB Portal (corp13.myclassboard.com) i.e. through ONLINE mode within the above mentioned period.
- If you fail to pay the fees as per the schedule then the penalty for late fees payment will be charged as under –

Days of late fees payment	Late fees
15 days	Rs. 100/- per day
16 to 30 days	Rs. 150/- per day
After 30 days (a month)	Rs. 200/- per day

Please note that the late fees / fine amount will not be waived off in any case.

To avoid late fee charges kindly pay before the deadline.

If you have any concerns/issues related to school fees payment then you may send an email to accounts section on gbmsacc@gmail.com keeping the undersigned in CC veena.shrivastava@birlaopenminds.com

Thanks & Regards,

Dr. Veena Shrivastava
Campus Head