Quick Pay Feature
(User Manual)

Apeejay Education

Dear Parents,

Greetings from Apeejay!!

This manual shall assist you in using the Quick Pay functionality seamlessly.

We are happy to introduce a feature to help you pay your ward's fee hassle-free.

Easy step-by-step instructions for the Quick Pay feature

This document describes a step-by-step procedure with relevant screenshots for easy use of quick pay functionality.

Step 1: How to log in?

1. Open the parent portal using this link https://secure.apeejay.edu/parent/school in the browser.
2. In the section "Quick Fees Payment", if you're paying fees for college, school, or university fee click on the respective buttons to make the due fee payment.

3. Select the Organization Name and enter the Admission Number (allotted by the locations).
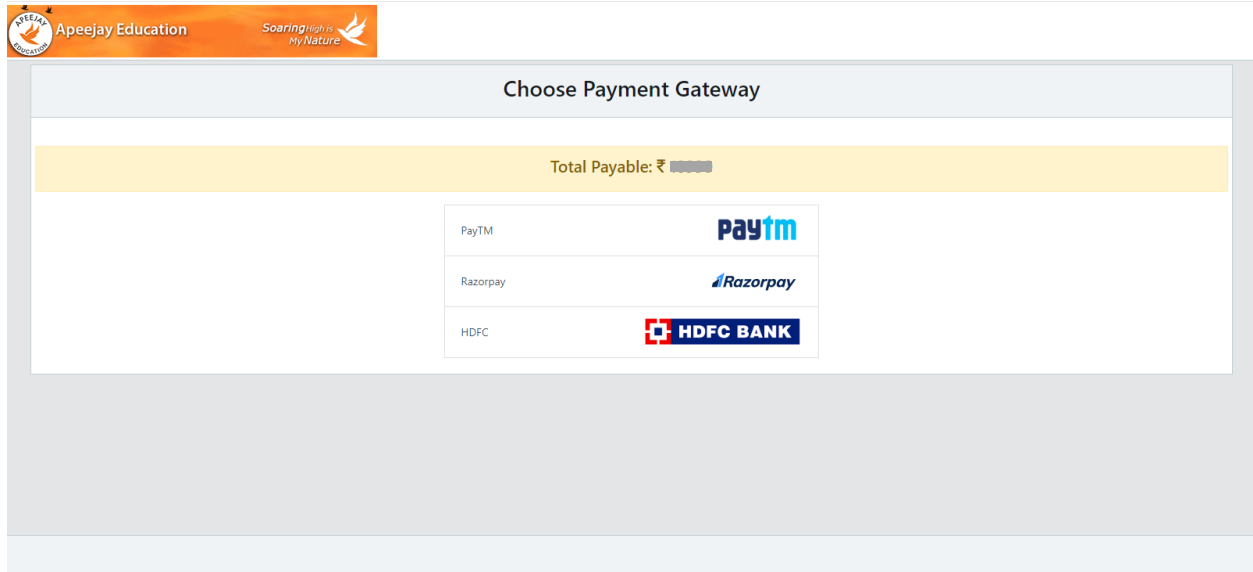4. After entering the required details, Click on 'Continue'.
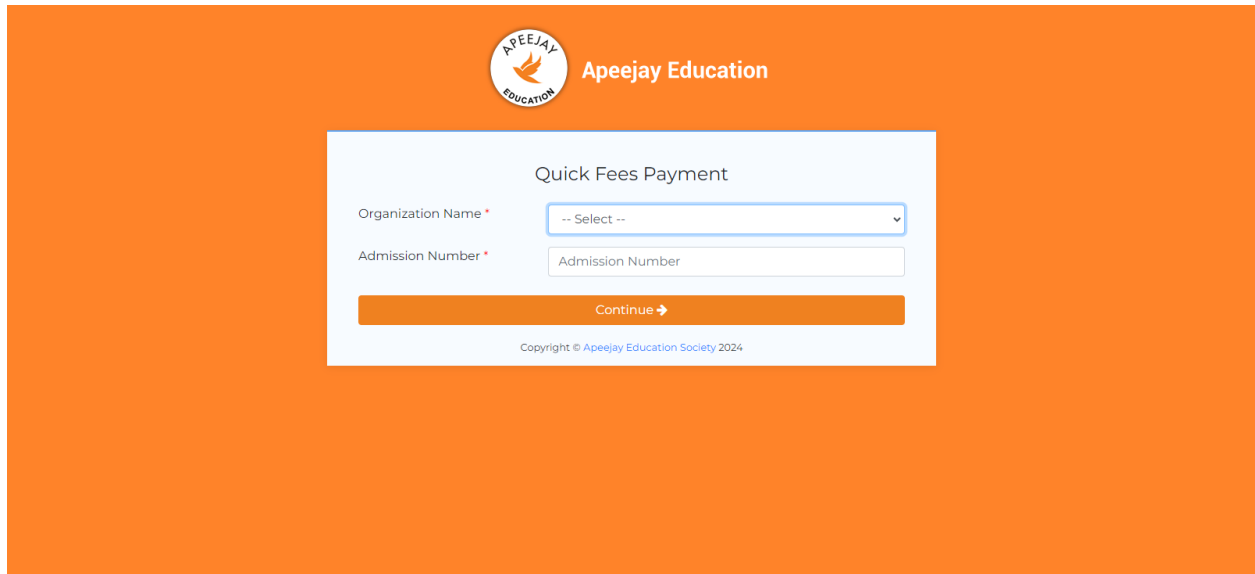
Step 2: View due bills

1. On the dashboard, you will see the student details and due bill details as shown below in the screenshot.
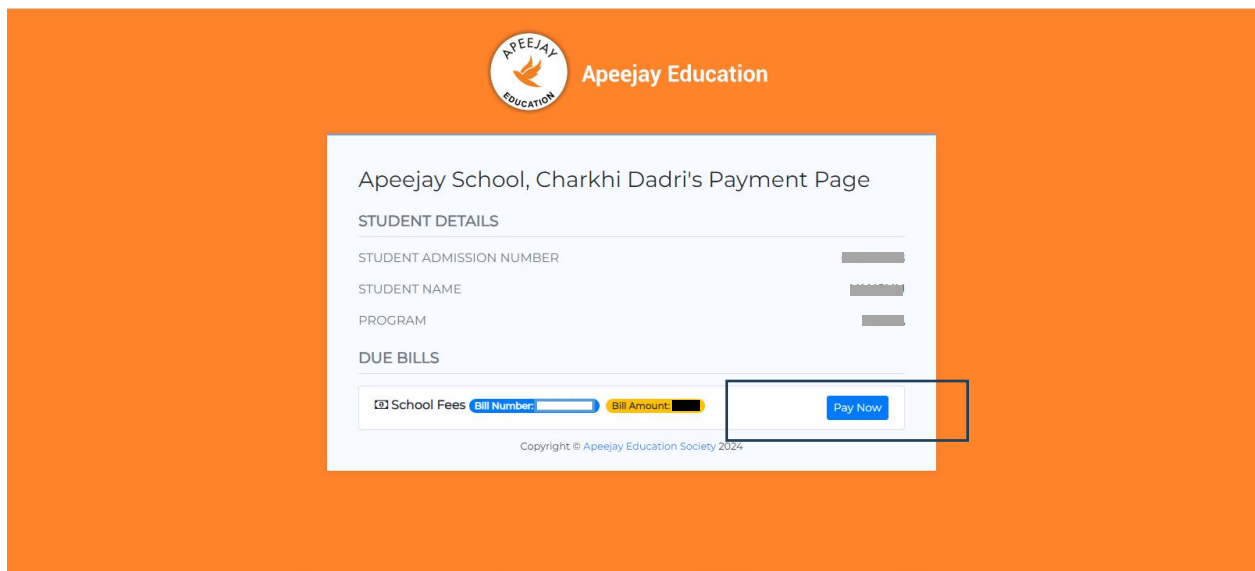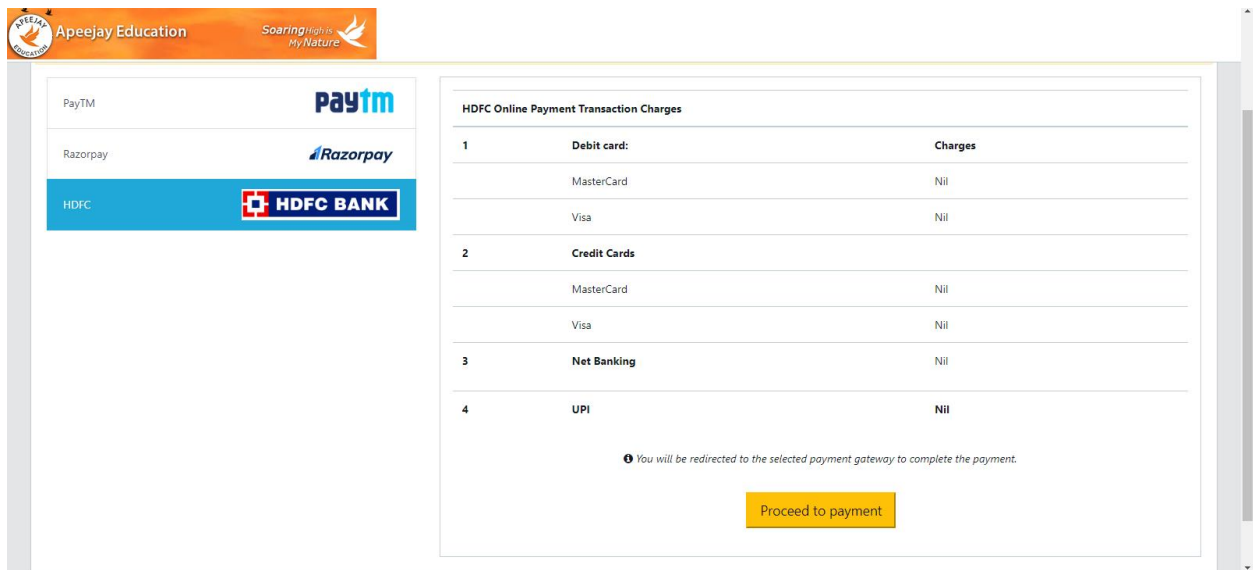

2. Click on 'Pay Now' button to pay the due bill.

3. You will be directed to choose a payment gateway.

4. Select the payment gateway as per your convenience.

5. Click on 'Proceed to payment' to complete the transaction.