



REGISTRAR

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Circular. No. 3006/KDC-UCE/Even Sem. Fees/2021-2022

Date: 18.04.2022

CIRCULAR

Sub: PAYMENT OF EVEN SEMESTER FEE for Constituent Colleges - for All UG II semester and MBA II Semester) - for Academic Session April 2022 - July 2022 - Reg.

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The Students of All UG II semester and MBA II Semester degree programmes are instructed to pay the semester fee for the Academic Session April 2022 - July 2022, **through online payment only using Internet Banking / Debit Card (Only through Rupay cards) / Credit Card.** The NRI / FN Students are instructed to pay the INR Component through online payment only.

Procedure for paying semester fee (Tuition Fee) through online:

- Step 1 : Visit Knowledge Data Centre (KDC) portal at <http://www.aukdc.edu.in> and select **Fees** (Google Chrome is the preferred browser but all latest browsers are supported)
- Step 2 : Enter the Registration Number, Date of Birth and select Term fee to **Login**. Enter Password and click Login Button. The respective Student's particulars will be displayed if all the shown particulars are correct then press "**Pay Fees**"
- Step 3 : Select the mode of payment and upon selection you will be redirected to the respective Bank's Payment Portal (you may need to authenticate yourself in the payment portal). (Fee Payments at **zero transaction charges** is available with State Bank of India/Indian Overseas Bank/Indian Bank **Internet Banking** mode of payment)
- Step 4 : On successful completion of the transaction, the candidate will be provided with a temporary receipt. A digitally signed copy of receipt will be made available in the same portal within the next 48 working hours.

IMPORTANT NOTE

1. Students availing bank loan must pay through the KDC's portal only. The student shall visit <https://www.aukdc.edu.in/faq.html> for more instructions.
2. The students **cannot register the subjects in COE database** unless he/she pay the Tuition fee.
3. NRI students should pay the INR component in the KDC's payment portal within the stipulated time period. Fine as per payment academic schedule will be levied for defaulters.
4. For any clarifications contact Knowledge Data Centre, Anna University, Chennai through <https://www.aukdc.edu.in/form>

IMPORTANT DATES

All UG II semester and MBA II Semester

Payment of semester fee	18.04.2022 to 08.05.2022
Payment of semester fees with fine (Rs.200/-)	09.05.2022 to 13.05.2022
Payment of semester fees with fine and re-admission fee (fine Rs. 200/- plus re-admission fee Rs.500/-)	14.05.2022 to 18.05.2022
Permanent deletion of defaulters name from roll	19.05.2022
Dispatch of final enrollment and student nominal roll to Dean's / Director of Academic Courses, generated through ADaMS (Knowledge Data Centre) in PDF format – soft copy	19.05.2022
Dispatch of signed defaulter's list generated through ADaMS To Knowledge Data Centre from Dean's office.	19.05.2022

NOTE TO ALL HEADS OF DEPARTMENTS:

- 1) The students who have not paid fee within the last date for payment of fee with fine and readmission fee shall not be permitted to attend classes. Their names shall not be registered in O/o COE, AU.
- 2) The subjects in COE database cannot be registered unless he/she pay the term fees.
- 3) The names of students who fail to pay the fees, even after the last date for payment of semester fees with fine and readmission fee shall be removed from the nominal rolls permanently.
- 4) The final Enrollment and defaulters list can be generated through ADaMS on 19.05.2022 by the Head of the Departments.
- 5) Copies of such defaulters list department-wise, branch-wise shall be obtained from ADaMS by the Heads of the respective department.

- 6) The names of such defaulters shall be put on the Notice Board and also be informed to the Class Committee Chairpersons for necessary action.(HoD's are provided with login ID & password to generate the defaulter's list and paid list).

S. No	ACTIVITY	DATE
1	List of Candidates to pay the fees along with fine amount Rs 200 – to be displayed in department notice board.	09.05.2022
2	List of Candidates to pay the fees along with fine amount Rs 200 & readmission amount Rs 500 – to be displayed in department notice board.	14.05.2022
3	Defaulter's List – to be displayed in department notice board. The defaulter's name should be removed from the rolls.	19.05.2022

- 7) The students who do not pay the fees even after the deadline, are deemed to have discontinued the course. Their names will be deleted from the rolls permanently and **the students should not be allowed to attend the class.**

f. Reddy 18/5/22
REGISTRAR i/c

To:

1. The Dean, All Constituent Colleges & Regional Campuses of Anna University.
2. The Controller of Examinations, Anna University, Chennai
- with a request to register the students who have paid the fees.
3. The Director, Academic Courses, Anna University, Chennai.
4. The Director, Student Affairs, Anna University, Chennai.
- With a request to send the readmission/break of study candidates list and transfer students list.
5. The Director, Merger Section, Anna University, Chennai.
6. The Director, Knowledge Data Centre, Anna University, Chennai.
7. The Finance Officer, Anna University, Chennai.
8. The Deputy Registrar (C & G), Anna University, Chennai.
9. The Superintendent, FA 30 / FA 40 Sections, Anna University, Chennai.
10. The P.S. to the Vice - Chancellor, Anna University, Chennai.
11. The P.A. to the Registrar, Anna University, Chennai.