

THE DOCUMENT VERIFICATION WILL BE HELD FROM JUNE 5, 2017 TO JUNE 14, 2017, EXCLUDING SUNDAY.

CANDIDATES ARE REQUIRED TO BRING THE ONLINE RECEIPT AFTER PAYMENT AT THE TIME OF THE DOCUMENT VERIFICATION

#### Procedure For Payment of Fees using SBI Collect

1. Visit the link: <https://www.onlinesbi.com/prelogin/collecthome.htm?corpID=645530>
2. Read the Disclaimer Clause and click on **check box** and **proceed button** for making payment.
3. Select appropriate 'Payment Category' from the drop down menu.
4. Select Campus, Course, Batch, Semester. Enter Enrollment Number, First Name, Middle Name, Last Name, Mobile No., Email ID (Tiss Email ID If Applicable), Hostel Charges (If Applicable), Dining Hall charges (If Applicable), Mediclaim Insurance Premium (If Applicable) Name, Date of Birth and Mobile Number.
5. Click on the 'Submit' button. Verify all the details on the next page and click on 'Confirm'.
6. The page will display following options for payments.
  1. **Net Banking**  
State Bank of India  
Other Banks.
  2. **Card Payments**  
State Bank ATM-cum- Debit Card  
Other Banks Debit Cards.  
All Credit Cards .
7. Choose the desired option and makes the payment. He/She may also print the receipt online and carry it at the time of vetification of documents.
8. At the time of using Debit Card of any Bank (including SBI) and Credit Cards you should know the **SINGLE TRASACTION LIMIT** as well as **DAY TRANSACTION LIMIT** of the Debit Card and Credit Cards. **If the amount to be paid through SB Collect is more than the limit, it will not be successful.**
9. At the time of using Internet Banking of any Bank (including SBI) you should know the **SINGLE TRASACTION LIMIT** as well as **DAY TRANSACTION LIMIT** of Internet Banking Transaction Limits. **He / She may approach to his / her Bank for procedure to increase the INB Transaction LIMIT.**
10. Whenever money is deducted from your account and SB collect payment shows message that Transaction not successful or Transaction failure, please take up the matter with the following email IDs :
  - (A) Please, preferably lodge online complaint on Toll Free Customer Care Contact Number with your Bank (take down the Complaint Ticket Number and also forward formal email quoting that Ticket Number to Customer Care email ID of that Bank). During lodging complaint please use the words / terms as "**CHARGE BACK COMPLAINT**"
  - (B) Please also forward email on following email ID:  
  
[inb.cinb@sbi.co.in](mailto:inb.cinb@sbi.co.in)  
[sbcollect@sbi.co.in](mailto:sbcollect@sbi.co.in)  
[inb.lhomum@sbi.co.in](mailto:inb.lhomum@sbi.co.in)  
[cmgb2.zomun@sbi.co.in](mailto:cmgb2.zomun@sbi.co.in)