



Ref No-DPSSURAJKUND/CIRCULAR/Montessori-II/003/2026-27

Date 23-03-2026

Dear Parents,

Kindly note the important guidelines for the fee payment which need to be followed during the academic year 2026-27.

A. The fee due to the school for academic Session 2026-27 will be required to be paid in four installments as detailed below:

School/ Transport fee	First Quarter (Apr-June 2026)	Second Quarter (July-Sept 2026)	Third Quarter (Oct-Dec 2026)	Fourth Quarter (Jan-Mar 2027)
Due Date	10-04-2026	10-07-2026	10-10-2026	10-01-2027

You are requested to make payment by the 10th of payment period/ cycle to avoid late fee charges.

Instructions relating to Late Fee applicable for delay in payment of fee beyond the stipulated days is mentioned below: -

TIME (Period between)	Late Fee
1-10 days after expiry of due date	Rs. 100/-
Next 10 days	Rs. 500/-
Above 20 days from expiry of due date	Name of child will be struck off from school & re-admission shall be considered solely at the discretion of the Management.

B. Transport & Dispersal Guidelines

School Bus Facility (Optional)

The School bus facility is available with a trained driver, conductor, and a female staff escort to ensure student safety.

- Transport fee is payable at quarterly.
- Charges are applicable based on distance category.
- Payment can be made via ERP portal or at the school counter.
- Charges are based on consent opted, not attendance days.
- Continued access to transport is subject to adherence to discipline norms.

The Transport Charges applicable on quarterly basis for session 2026-27 are-

Transport Charges (Optional)				
Category	Apr 26-May 26	Jul 26-Sep 26	Oct 26-Dec 26	Jan 27- Mar 27
I	8,600/-	12,900/-	12,900/-	12,900/-
II	9,000/-	13,500/-	13,500/-	13,500/-
III	9,400/-	14,100/-	14,100/-	14,100/-

(Category may vary as per the distance from school)

Please Note: -

- Fee can be deposited in any mode cheque/demand draft/online.
- A cheque/DD drawn in favour of 'Delhi Public School Greater Faridabad' to be deposited at the school fee counter.
- Rs. 500/- will be charged as cheque bounce fee in case of cheque bounce/return.
- For online payment please click on the URL: dpssk.edunexttechnologies.com.
- The school fee counter will remain open on all working days (Monday to Saturday from 08:00 a.m. to 02:00 p.m.)
- You can contact us at erp@dpsgfaridabad.com for any technical assistance or drop us an Email on Communication@dpssurajkund.com. For any other query related to fee, kindly contact us at accounts@dpssurajkund.com / (0129) 2555650, 655.

Regards

Headmistress
DPS Surajkund