



केन्द्रीय विद्यालय संगठन (मु0)
Kendriya Vidyalaya Sangathan (HQ)
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F. No. 110240/4/2014/KVS/ HQ/ Budget/

Date: - 11th June, 2015

To,
The Deputy Commissioner,
Kendriya Vidyalaya Sangathan,
All Regional Offices.

Subject: - Amendment in Articles 59, 67, 69 & 73 of Accounts Code for Kendriya Vidyalayas-Reg.

Sir/Madam,

As you are aware, online/offline fee collection of KV students is now being routed through Union bank of India. In view of the fee collection through Union Bank of India, amendments in some Articles of the Accounts Code for KVs have been approved by Finance Committee in its meeting held on 28.11.2014 and also by Board of Governors in its 100th meeting held on 10.12.2014.

The amendments as approved by the FC & BOG, KVS are notified as under:-

Article No.	Existing Provision	Amended provision
	A. School fund	A. School fund
59	Tuition fee for a month is to be paid on or before the tenth of the month, if paid by cash and up to 15 th of the month for the KVs collecting fees through bank. If the 10 th /15 th of a month happens to be a holiday, the fee is to be collected on the next working day. Thereafter a late fee at the rate of Rs 5/- (five) per day should be charged till the last working day of the month.	Tuition fee for a month is to be paid on or before the 10 th of the month, if paid by cash and up to 15 th of the month for the KVs collecting fees through bank. If the fee is paid in cash and 10 th of a month happens to be a holiday, then fee is to be collected on the next working day. However, in case of collection of fee by bank through online as well as offline, fee can be deposited upto 15 th of the month only. Thereafter, a late fee at the rate of Rs 5/- (five) per day should be charged till the last day of the month.

Sh. Anil Kumar
Sprasad
A.E.D.
11/06/2015

	<p>In order to obviate hardship to the parents during the period when the school is closed for vacation, the tuition fee may be allowed to be paid up to the extended date indicated below:-</p> <p><u>School situated in</u></p> <p>(i) Plains: up to the last working day in June.</p> <p>(ii) hill stations: up to the last working day in February</p> <p>(iii) monsoon stations: up to the last working day in August (e.g. Pachmarhi and Lonavla)</p>	<p>Till a Kendriya Vidyalaya continues to collect fee in cash before switching over to the system of fee collection through bank. In order to obviate hardship to the parents during the period when the school is closed for vacation, the tuition fee may be allowed to be paid up to the extended date indicated below:-</p> <p><u>School situated in</u></p> <p>(i) Plains: up to the last working day in June.</p> <p>(ii) hill stations: up to the last working day in February</p> <p>(iii) monsoon stations: up to the last working day in August (e.g. Pachmarhi and Lonavla)</p>
	B.Vidyalaya Vikas Nidhi	B.Vidyalaya Vikas Nidhi
67	<p>The fee is to be paid on or before the tenth of every month, if paid in shape of cash and up to 15th of the month for the Kendriya Vidyalayas collecting fees through bank. If the 10th/15th of a month happens to be a holiday, the fee is to be collected on the next working day. Thereafter a higher contribution of Rs 5/- (five) per day if the amount is paid by the last working day of the month.</p>	<p>The fee is to be paid on or before the 10th of every month, if paid in shape of cash and up to 15th of the month for the Kendriya Vidyalayas collecting fees through bank. If the 10th of a month happens to be a holiday, the fee is to be collected on the next working day. However, in case of collection of fee by bank through online as well as offline, fee can be deposited upto 15th of the month only. Thereafter a higher contribution of Rs 5/- (five) per day if the amount is paid by the last day of the month.</p>
	D. Accounting of Fees and Fines	D. Accounting of Fees and Fines
69	<p>All moneys received by way of fees and fines shall be receipted in form CS 10 (which should be machine numbered) in duplicate by means of carbon paper and signed by the authorized person. A separate Receipt Book may be maintained for each class. The original copy of the receipt is to be handed over to the payer while the duplicate copy should be kept in tact. As and when a new Receipt Book is issued, the following certificate should be obtained on the back of the front page cover:-</p>	<p>All moneys received by way of fees and fines shall be receipted in form CS 10 (which should be machine numbered) in duplicate by means of carbon paper and signed by the authorized person. A separate Receipt Book may be maintained for each class. The original copy of the receipt is to be handed over to the payer while the duplicate copy should be kept in tact. As and when a new Receipt Book is issued, the following certificate should be obtained on the back of the front page cover:-</p>

	'Certified that receipts from Sl. No. to Sl. No. have been counted and found correct.' Signature of the Teacher / Assistant / U.D.C. / Librarian	'Certified that receipts from Sl. No. to Sl. No. have been counted and found correct.' Signature of the Teacher / Assistant / U.D.C. / Librarian In case of fee deposit through bank, a copy of the fees and fine receipt issued by the bank authorized for collection of fee (Including fee challan and computer generated receipt) will be handed over by the Parent to the concerned class teacher who will reconcile the same with the MIS report of fee collection made available by bank to school.
	F. General Principles Regarding Receipts	F. General Principles Regarding Receipts
73	No amount should be received without issuing a receipt in prescribed form with the signature of the authorized person.	No amount should be received without issuing a receipt in prescribed form with the signature of the authorized person. However, computer generated fee receipt will be accepted without signature/ seal of bank authorized for fee collection.

You are therefore requested to circulate this letter to all the Vidyalayas under jurisdiction of your Region.

Yours faithfully

(Rajesh Yadav)
Deputy Commissioner (Finance)

Copy to:-

1. PS to Commissioner, KVS (HQ).
2. PS to Additional Commissioner (Admn/ Acad), KVS (HQ).
3. All Divisional Heads of KVS (HQ).
4. All Branch Officers of KVS (HQ).
5. The Director, All ZIET's.
- ✓ 6. The Deputy Commissioner (EDP) with the request to upload the letter in KVS website.
7. The Principal, Kendriya Vidyalaya Kathmandu/ Tehran/ Moscow.
8. The General Secretary All recognized Associations of KVS.
9. All Section of KVS (HQ).

Deputy Commissioner (Finance)