

# PAYMENT GUIDE FOR INSTITUTE FEES FOR FIRST YEAR STUDENT 2025-26

Selected candidates are instructed to *firstly* read the Instructions attached in the 1<sup>st</sup> page of the Merit List carefully.

## Shillong Polytechnic Fees Structure for Selected Candidates 2025-26

SINO	PARTICULARS GOVERNMENT REVENUE	Periodicity	ST/SC/OT/PWD/NCC	General
1	Admission Fee/ Enrollment Fee	ANNUALLY	1000	1000
2	Library Fees	ANNUALLY	500	500
3	Laboratory Fees	ANNUALLY	500	500
4	Internet Fees	ANNUALLY	500	500
5	Book Bank Membership Fee	One time	500	500
6	Institute Development Fee	One time	1000	1000
7	Diploma Certificate	One time	500	500
	Sub Total A		4500	4500
1	Tuition Fees**	ANNUALLY	15000	20000
	Sub Total B		15000	20000
	Grand Total (Add Sub total A & Sub To	otal B)	19500	24500
SINO	NON-REVENUE (To be retain at Institute Level)	Periodicity	ST/SC/OT/PWD/NCC	General
1	Application Form fee	one time	100	100
2	Identity Card	one time	150	150
3	Magazine	one time	300	300
4	Institute Caution Deposit (Refundable)	one time	1000	1000
5	Students Activities Fee(including Sports etc)	ANNUALLY	1000	1000
	Total		2550	2550

### PLEASE READ THE NOTE BELOW

#### Note:

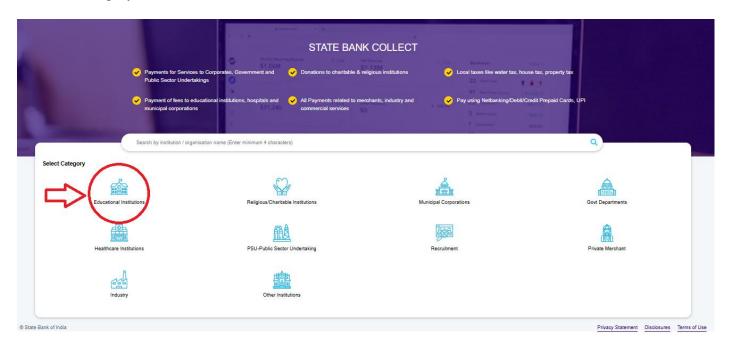
- 1) \*\*ST/SC/OT/PWD/NCC Students need not pay Tuition Fees in advance. They can pay as and when they received the Scholarship.
- 2) Tuition Fee can also be paid in three instalments in the ratio of 40%, 30%, 30%.

ST/SC/OT/PWD/NCC	General
$1^{st}$ Instalment = <b>Rs 6000 (40%)</b>	$1^{st}$ Instalment = <b>Rs 8000 (40%)</b>
$2^{\text{nd}}$ Instalment = <b>Rs 4500 (30%)</b>	$2^{\text{nd}}$ Instalment = <b>Rs 6000 (30%)</b>
$3^{rd}$ Instalment = <b>Rs 4500 (30%)</b>	$3^{rd}$ Instalment = <b>Rs 6000 (30%)</b>
Total = Rs 15,000/-	Total = Rs 20,000/-

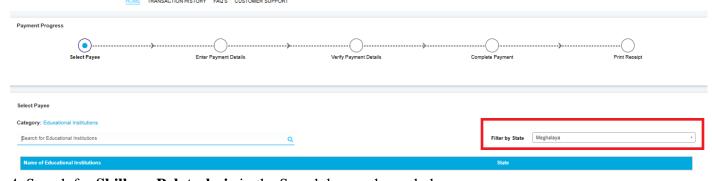
3) Minimum Amount that must be paid = Rs 6950/-

## **Payment process:**

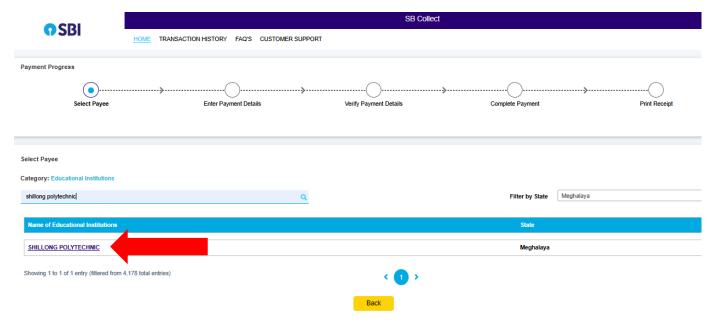
- 1. Visit the web address: <a href="https://www.onlinesbi.sbi/sbicollect/">https://www.onlinesbi.sbi/sbicollect/</a>
- 2. Select Category Educational Institutions.



3. Filter by State - **Meghalaya**.



4. Search for Shillong Polytechnic in the Search bar as shown below



5. Select **SHILLONG POLYTECHNIC** 

Enter Payment Details	
Payment Category*:	INSTITUTE FEES FOR 1st YEAR DIPLOMA 2025      ▼
NAME OF STUDENT *	
APPLICATION NO *	
BRANCH OF STUDY *	Select BRANCH OF STUDY *
YEAR OF ADMISSION *	
GENDER *	Select GENDER *
CATEGORY *	Select CATEGORY ▼
DATE OF PAYMENT	[dd/mm/yyyy]
ADMISSION FEES/ ENROLLMENT FEE *	1000 Fixed:Rs.1000
LIBRARY FEES *	500
INTERNET FEES *	Fixed:Rs.500  500  Fixed:Rs.500
BOOK BANK MEMBERSHIP FEE *	500 Fixed:Rs.500
INSTITUTE DEVELOPEMENT FEE *	1000 Fixed:Rs.1000
DIPLOMA CERTIFICATE *	500 Fixed:Rs.500
TUTION FEES *	Select TUTION FEES *
IDENTITY CARD *	150 Fixed:Rs.150
MAGAZINE *	300 Fixed:Rs.300
INSTITUTE CAUTION DEPOSIT *	1000 Fixed:Rs.1000
STUDENT ACTIVITIES FEE *	1000 Fixed:Rs.1000
Remarks :	

- \*\*ST/SC/OT/PWD/NCC STUDENTS NEED NOT PAY TUITION FEE IN ADVANCE. THEY CAN PAY AS AND WHEN THEY RECEIVED SCHOLARSHIP
- \*\* TUITION FEE CAN ALSO BE PAID IN THREE INSTALLMENT IN THE RATIO OF 40, 30, 30 PERCENTAGES. TUITION FEE FOR GENERAL Rs 20,000/-. TUITION

Enter Your Details	
Mobile No *:	+91
Retype Mobile No <sup>†</sup> :	+91 Email ID:  On successful completion of payment, you will receive the transaction reference number on this mobile number  Email ID:  On successful completion of payment, you will receive the transaction reference number on this email ID
	☐ I have read and agreed to the <u>Terms &amp; Conditions</u>
Enter the text as shown in the image :	Select one of the Captcha options *  © Image Captcha  O Audio Captcha
	Back Reset Next

- 6. Fill up the payment form and select the appropriate mode for payment and follow the instructions therein to complete the payment process.
- 7. Take **2 print outs** of the receipt. 1 copy to be submitted to the office of the institute **when the class starts** and 1 copy to be kept for future reference.