NITT/AO/FEES/2025/040                                              04/12/2025

## CIRCULAR (INSTITUTE FEE)

Sub: Payment of Institute Fees for January Session 2025-2026

Students / Scholars,

You are instructed to pay the institute fee for the **January 2025-2026 semester** through the **Samarth portal** (https://nitt.samarth.edu.in), as per the instructions provided in the attached annexure.

Students who have not paid the previous semester's fees will not be allowed to register for the course registration for upcoming January 2026 semester.

Fee details for various UG, PG, MS, and PhD programs can be accessed at this link: https://www.nitt.edu/home/academics/fees_section/.

Important dates for payment of fees:

Without fine                           : **04/12/2025 - 31/01/2026**
With fine of Rs.500/-                   : **01/02/2026 - 15/02/2026**
With fine of Rs.1000/-                  : **16/02/2025 - 28/02/2026**

**From there, for every additional 30 days, Rs. 2000/- will be charged automatically.**

**Instructions for Institute Fee Payment**

1. Students are strictly not allowed to make part payments of the institute fee.
2. **Students Availing Bank Loans / Scholarships**, such students must pay the institute fee within the stipulated time either:
   a. By downloading the NEFT challan from the Samarth portal and submitting it to the bank for payment.
   b. Or by submitting the paid fee receipt to the bank for reimbursement.
3. Students under the DASA/SII category are required to pay their fees in **INR** through the Samarth portal.
4. If any student encounters difficulties in making the payment through the Samarth portal, they are advised to contact the Academic Office via e-mail at **fees@nitt.edu**.
5. Submission of the income certificate for fee remission after full fee payment will not be considered for reimbursement

**Income-Based Tuition Fee Remission (B.Tech. & B.Arch.)**

Students are instructed to submit their **income certificate** (through google form link https://forms.gle/nRWQEiuP9huEPuPN9 ) to the Fees Section and update the tuition fee amount in the **Samarth portal** before making the payment. This must be completed by the last date for fee payment as specified in the circular.

For students who have already submitted a valid income certificate, the remission amount has been verified and updated in the Samarth portal against the individual roll numbers. A communication regarding this has been sent to the institute's webmail.

Please note: **Submission of the income certificate for fee remission after full fee payment will not be considered for reimbursement**

**Mode of Payment**

All fee payments must be made exclusively through the **Samarth Student Portal** at the following link: https://nitt.samarth.edu.in.

**Steps for Payment:**

1. **For Existing Users:**
   - Log in to the Samarth portal using your credentials and proceed with the payment.
2. **Navigation in Samarth Portal:**
   - In the left-hand pane, click on the "**Student**" section and navigate to the "**Fee**" tab.
   - Select the active fee session link for **2025-26 January**.
3. **Making the Payment:**
   - Click on the payment option, which will redirect you to the SBI Payment Gateway.
   - Complete the payment using any of the available online options.
4. **For Education Loans:**
   - For SBI Bank Education Loan, use the **SBI Branch Payment** to download the challan from the portal and make the payment.
   - For Other Bank Education Loan, use the **NEFT Mode** to download the challan from the portal and make the payment through your bank.

The institute only accepts **ONLINE payments** or **NEFT payments** (via downloading the challan) through the **SAMARTH portal**. We kindly request all students and parents to cooperate for the smooth processing of fee payments.
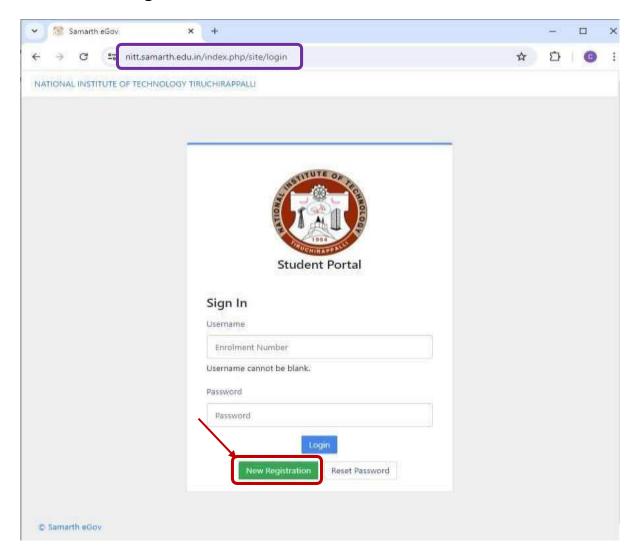



**Sd/--**
**Assistant Registrar**

<u>Annexure</u>

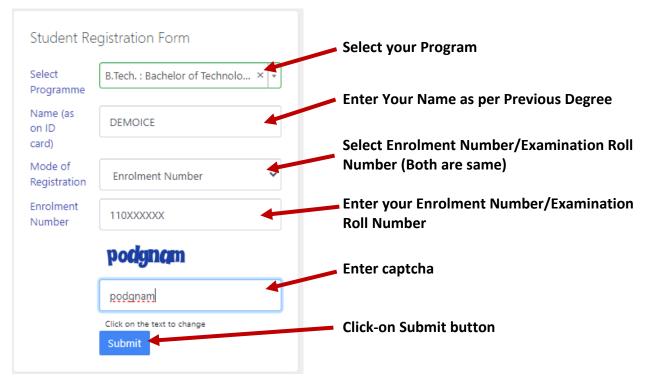# <u>NITT- Creation of student account in Samarth Portal:</u>

**Enter following URL in the browser: https://nitt.samarth.edu.in/index.php/site/login**
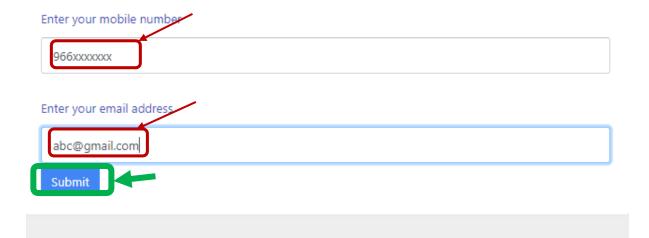
**Click on New Registration button.**



**Student Registration form will be opened.**

Student Registration Form

| | |
|---|---|
| Select Programme | B.Tech. : Bachelor of Technolo... ✕ ▾ | ← **Select your Program** |
| Name (as on ID card) | DEMOICE | ← **Enter Your Name as per Previous Degree** |
| Mode of Registration | Enrolment Number ▾ | ← **Select Enrolment Number/Examination Roll Number (Both are same)** |
| Enrolment Number | 110XXXXXX | ← **Enter your Enrolment Number/Examination Roll Number** |

**podgnam**

podgnam

Click on the text to change

Submit ← **Click-on Submit button**

**A new page will be opened. Enter your Mobile number and e-mail address (Email ID given at the Time of Admission in MIS) in the respective fields and click-on submit button.**

## Enter the following details to continue your registration.

Enter your mobile number

966xxxxxxx

Enter your email address

abc@gmail.com

Submit

**Enter OTP sent to your email and click on submit.**

Enter the one time password (OTP) sent to your email/mobile.

Enter the one time password (OTP) sent to your email/mobile

xxxxxx

Submit

**Set your password and click-on Submit button.**

Set your password

Username :

110XXXXXX

Password

••••••••

Confirm Password

••••••••

Submit

**Your account is created and you may login now.**

## NITT-Procedure to pay Fee in Samarth Portal:

**Login to your account by providing your credentials and click on the login button:**



**After logging into the student page, select Fees from the left menu**

Active fees for the current session will be visible on the page, select and proceed.



This screen will show the total amount to be paid for this session. For breakup details, refer to the institute websitehttps://www.nitt.edu/home/academics/fees_section/.

**Select "click here for payment" to proceed for SBI payment gateway**



Select the suitable payment option of your preference.



Students who are availing Bank Loans, please generate a challan by selecting SBI Branch Payment for those who avail SBI bank loan and NEFT for those who avail a loan from other banks, and submit the printed Challan to the respective loan bank before the expiry date, for payment.

*If the validity of Challan is expired before payment is made, print a new Challan by following the same procedure.

**To generate SBI Branch payment CHALLAN**:





**To generate NEFT CHALLAN**:

| NEFT CHALLAN (No RTGS) | | |
|---|---|---|
| Bank Copy | | |
| Challan No. (ATRN) | | 1165805219913 |
| Amount Payable | | INR 57865.00 |
| Merchant Order Amount | | INR 57850.00 |
| Customer Charges | | INR 12.71 |
| GST | | INR 2.29 |
| Challan Expiry on | | 14-Jul-2024 at close of business hours |
| Challan generation Date and Time | | 07-Jul-2024 10:47 |
| Account Number | | AGG1165805219913 |
| Beneficiary Name | | SBIePAY NEFT |
| Branch Name | | SBI CAPITAL MARKET BRANCH MUMBAI |
| IFSCCode | | SBIN0011777 |
| Name of the Customer | | NA |
| Mobile Number | | 9111111111 |
| Email Id | | demostudent@nitt.edu |
| Customer GSTIN | | NA |
| Name of the Merchant/ Partner | | IIT Trichy |
| Merchant Order No | | 362_STUDENT_TERM_FEE |
| Merchant GSTIN | | 33AAATN5491Q1ZZ |
| Additional Details | | |

Instructions:
1. NEFT to be paid at non SBI Branch or online within challan expiry date.
2. Incorrect Amount and Account no. will lead to rejection in NEFT deposit.

The institute had integrated the Payment Gateway of SBI Bank, and the amount paid will be reflected in the Institute's bank statement after the Transaction Day +1 day.

After successful payment, you can download the fee receipt from the link in the history.



# Please follow the steps for those who are made the payment through NEFT challan / SBI Challan.

- After 7 working days from the challan submitted to the bank.
- Log in to the "Samarth portal"
- Click – "Fee" tab
- In that, Click "ALL TRANSACTIONS"
- Check the "Payment Status" – in all transactions – You must check until the status shows Success, failure, or abort.