

4. After due date all fees paid will only be accepted with PENALTY.
5. If parent makes a digital payment, a screenshot of the same must be sent to the class teacher as well as Accounts department of DPSU.
6. No separate fee deposit certificate will be given for Tax purpose. Kindly preserve the fee book counterfoils.
7. All withdrawal from school transfer of parent must involve a written application duly signed and dated by the parent with the correct reasons mentioned clearly and must be personally handed over to the accounts head of DPS Ujjain.

WITHDRAWAL RULES

In case of withdrawals from the school the following rules will apply:

A. New admission : If a child is newly admitted to the school and is withdrawn before the beginning of the academic year, Rs. 20,000 will be deducted from the fee and the remaining amount will be refunded, provided the child has not attended a single day of school.

B. If a parent withdraws his/her ward in the new session (**APRIL TO JUNE**)

The parents must apply by **31th March** of the current academic year in a prescribed form available at school, no fees for new session has to be paid. After the school has re-opened in the **1ST WEEK OF APRIL**, if any application for TC is received the parent will be required to pay fees for the month of **APRIL-JUNE**.

C. Withdrawal from school during the session : A written application in the prescribed form available at school will need to be filed, preferably a month in advance. The parents will be required to pay the tuition fees for the quarter during which the application has been made. The proportionate bus fees and annual charges **up to the date** the child has attended school has also to be paid.

CONTACT US

DEPARTMENT	EMAIL	CONTACT NO.
Transport Account	transportdpsujjain@gmail.com acdpsujjain@gmail.com	8889808005
Examination	dpsuexam@gmail.com	9300933998
Office/HRD	info@dpsujjain.org	7441172155
Headmistress Junior	headmistresssr.dpsujjain@gmail.com	9826902344
Headmistress Senior	headmistresssr.dpsujjain@gmail.com	8770612190
Principal	principal@dpsujjain.org	9340744407
Director	directordps88@gmail.com	7999745807
PVC	provedpsujjain@gmail.com	

WITHDRAWAL RULES

In case of withdrawals from the school the following rules will apply:

A. NEWADMISSION(S)

1. If a child is newly admitted to the school is withdrawn before the beginning of the academic year Rs. 20,000 will be deducted from the child and the remaining amount will be refunded provided the child has not attended a single day of school.

B. If a parent withdraws his/her word in the new session (APRIL TO JUNE)

The parents must apply by 10th March of the current academic year in a prescribed form available at school no fees for new session has to be paid. After the school has re-opened in the 1ST WEEK OF APRIL, if any application for TC is received the parent will be required to pay fees for the month of APRIL – JUNE the first quarter fees will have to be paid.

Withdrawal from school during the session. A written application in the prescribed form available at school will need to be filled. Preferably a month in advance. The parents will be required to pay the tuition fees for the quarter during which the application has been made. The proportionate bus fees and annual charges of the child up to the date the child has attendant school also has to be paid.

CONTACT US

DEPARTMENT	EMAIL	CONTACT NO
Transport	transportdpsujain@gmail.com	9827580446
Accounts	acdpsujain@gmail.com	9827389495
Examination	dpsuexam@gmail.com	6266073319
Office / HRD	info@dpsujain.org	7441172155
Headmistress Junior	headmistressju.dpsujain@gmail.com	9826902344
Headmistress Senior	headmistresssr.dpsujain@gmail.com	8770612190
Principal	principal@dpsujain.org	9340744407
Director	directordps88@gmail.com	7999745807
PVC	provcdpsujain@gmail.com	-