



RABINDRA BHARATI UNIVERSITY

Directorate of Distance Education

Rabindra Bhawan, EE-9 & 10, Sector – II, Salt Lake City, Kolkata - 700091

Procedure For Making Online Payment of Fees For MA Part-I Examination 2017

In order to fill-up Examination Form M.A. Part – I, visit our website www.rbudde.in

Click on the following link “**Apply for M.A. Part – I Examination**” on Home Page.

In next page for login, enter your **Registered E-mail Id** or **Enrolment No.** in the field named “UserId” and additionally put your **Password** in the “Password” field or put **Date of Birth** in “DOB” field. Then Click “Login” Button.

After Successful Log In click on” **Apply for M.A. Part – I Examination**” link. After click on the link one form will open with your data and you will have to make online payment and apply. After successfully payment you will receive an acknowledgement.

Online Application Form for Examination provision for making fees payment shall be activated. In the page “**Application Form for Examination**”. By clicking on any of this, the applicant will reach payment page for that particular application only. In that page, there shall be a “**Online Payment**” button, by clicking on which applicant shall be redirect to the Payment Gateway Portal - there he/she has to make payment of fees by using any of the following Payment Modes -

Payment Modes: When the Payment page will open, you will have 4 modes of Payment on left hand side of page.

1. **Debit card**
2. **Credit card**
3. **Net Banking**
4. **Cash (eChallan)**

Option 1: Debit Card Mode

- i. If you want to pay through Debit Card then select “Debit Card” option and then click on “atom” option. Then click on “Continue” button.
- ii. The Payment Summary Page will open. Here total amount will show which is to be paid by the applicant. Now click on “I accept the payment terms and conditions” and click on “Confirm” button.
- iii. In next page, fill the details of the debit card and click on “Pay Now” button.
- iv. Don’t refresh or reload the page while it’s in process. On successful completion, you will be redirect to the Payment Acknowledgement page of the Online Admission Portal of the University.

Option 2: Credit Card Mode



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- i. If you want to pay through Credit Card then select "Credit Card" option and then click on "atom" option. Then click on "Continue" button.
- ii. The Payment Summary Page will open. Here total amount will show which is to be paid by the applicant. Now click on "I accept the payment terms and conditions" and click on "Confirm" button.
- iii. In next page, fill the details of the credit card and click on "Pay Now" button.
- iv. Don't refresh or reload the page while it's in process. On successful completion, you will be redirect to the Payment Acknowledgement page of the Online Admission Portal of the University.

Option 3: Net Banking Mode

- i. If you want to pay through Net Banking then select "Net Banking" option and then click on "atom" option. Then click on "Continue" button.
- ii. The Payment Summary Page will open. Here total amount will show which is to be paid by the applicant. Now click on "I accept the payment terms and conditions" and click on "Confirm" button.
- iii. In next page, choose the bank of your choice and click on "Pay Now" button.
- iv. It will redirect you to the Internet Banking Page of your bank, and get payment completed there through net banking facility of the respective page.
- v. Don't refresh or reload the page while it's in process. On successful completion, you will be redirect to the Payment Acknowledgement page of the Online Admission Portal of the University.

Option 4: Cash Mode

- i. If you want to pay through Cash (eChallan) then select "Cash" option and then click on "Allahbad Bank" option. Then click on "Continue" button.
- ii. The Payment Summary Page will open. Here total amount will show which is to be paid by the applicant. Now click on "I accept the payment terms and conditions" and click on "Confirm" button.
- iii. In next page, click on "Please click here to generate challan" link, after that a eChallan (of Allahabad Bank) with requisite information will be generated.
- iv. Please ensure to download this challan for future reference. Take a printout of the eChallan, visit your nearby Allahabad bank with the printed copy of the eChallan and submit fee through Cash there.