

Fee Payment Reconcile

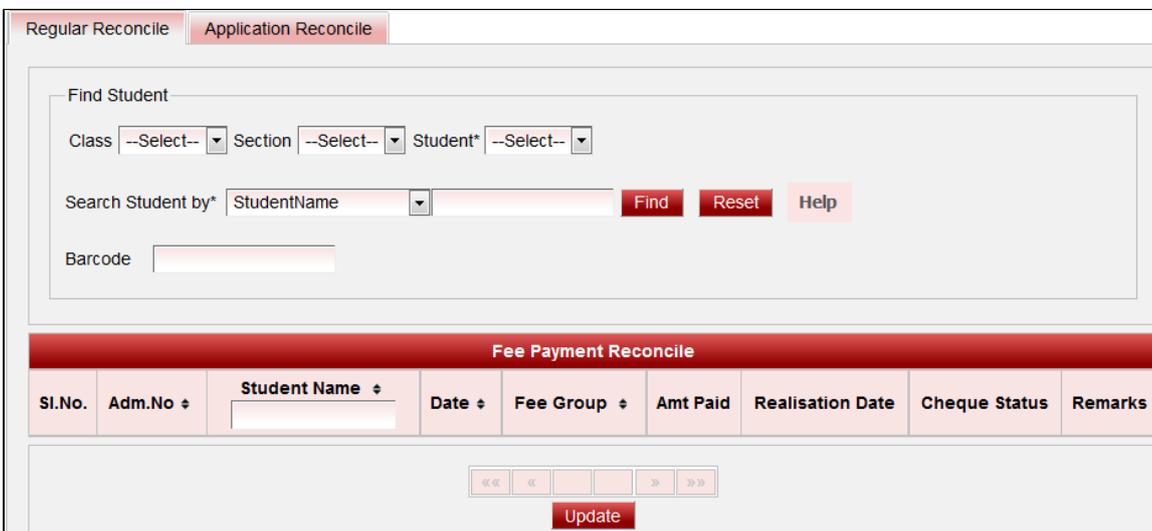
Fee Payment Reconcile is used to enter the cheque status. Some student does payment through cheque so this module help us to track that what is the current status of the cheque.

To open this module Goto **Admin Master --> Fee Payment Reconcile**



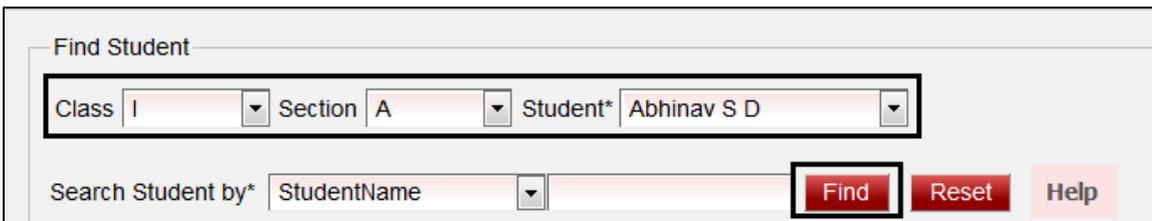
The screenshot shows a vertical menu titled "Admin Master" with an upward arrow icon. The menu items are: Fee Payment, Fee Payment Details, **Fee Payment Reconcile** (highlighted with a black border), Fee Dues Details, Cash Master, Deleted Fee Payment, Accounts Payment, Fee Payment Register, Staff, Staff Salary Details, Salary Payment, and Salary Report.

Once you click on "Fee Payment Reconcile", you will get a window as displayed below



The screenshot shows the "Fee Payment Reconcile" window. At the top, there are two tabs: "Regular Reconcile" and "Application Reconcile". Below the tabs is a "Find Student" section with dropdown menus for "Class", "Section", and "Student*", and a "Search Student by*" dropdown set to "StudentName". There are "Find", "Reset", and "Help" buttons. A "Barcode" input field is also present. Below this is a table header for "Fee Payment Reconcile" with columns: "Sl.No.", "Adm.No", "Student Name", "Date", "Fee Group", "Amt Paid", "Realisation Date", "Cheque Status", and "Remarks". At the bottom, there are navigation arrows and an "Update" button.

Select the class, Section, student Name(who has done payment through cheque) and then click on **Find**.



The screenshot shows the "Fee Payment Reconcile" window with the search criteria filled in: "Class" is "I", "Section" is "A", and "Student*" is "Abhinav S D". The "Find" button is highlighted with a black border.

Once you click on Find, You will get a window as displayed below:-

Fee Payment Reconcile								
Sl.No.	Adm.No	Student Name	Date	Fee Group	Amt Paid	Realisation Date	Cheque Status	Remarks
1	14/2016-17	Abhinav S D	May 23, 2016	SCHOOL FEES	7600		PENDING	

If the cheque is still Pending then remain Cheque Status as "PENDING"

(OR)

If it is cleared then change it to "CLEARED"

(OR)

If it is Bounced then change it to "BOUNCED"

Fee Payment Reconcile								
Sl.No.	Adm.No	Student Name	Date	Fee Group	Amt Paid	Realisation Date	Cheque Status	Remarks
1	14/2016-17	Abhinav S D	May 23, 2016	SCHOOL FEES	7600		PENDING	

Change the cheque status, Enter the Realisation date(depending on the cheque status). If you want to enter any remark which you need is useful for future then you can enter in "REMARKS".

Fee Payment Reconcile								
Sl.No.	Adm.No	Student Name	Date	Fee Group	Amt Paid	Realisation Date	Cheque Status	Remarks
1	14/2016-17	Abhinav S D	May 23, 2016	SCHOOL FEES	7600	10/08/2016	CLEARED	Cleared in 4 Days

Once after entering the information, click on **Update**. You will get a message "Fee Payment Reconcile updated successfully".

✔ FeePayments Reconcile updated successfully.

Find Student

Class | I | Section | A | Student* | Abhinav S D

Search Student by* | StudentName |

Barcode |

Fee Payment Reconcile								
Sl.No.	Adm.No	Student Name	Date	Fee Group	Amt Paid	Realisation Date	Cheque Status	Remarks
1	14/2016-17	Abhinav S D	May 23, 2016	SCHOOL FEES	7600	10/08/2016	CLEARED	Cleared in 4 Days