

Delay in payment for two Quarters/Installments*	4.c.2	Along with actions mentioned in 4.c.1 i. Withholding publication of results & answer sheets ii. Stopping of academic & other services of school
Delay in payment for three or more Quarters/Installments*	4.c.3	Along with actions mentioned in 4.c.2 i. Non-Issuance of Admit Card for Final Exam ii. Withholding promotion iii. Non-issuance of TC (<i>until all fees are cleared</i>)

*Quarter/Installment- As Applicable

**Late fine charges will continue being charged until the final payments are made

In case of provisional admission of any student in Class XI, if the payment for confirmation of admission is not deposited within the specified deadline date, the admission team reserves all the rights to consider the provisional admission cancelled and take another admission in place of the same seat reserved for the candidate.

- c. In any other situation of default of payment, the school management's decision will be final and has to be abided by the parent.

5. Change Of Plan (DS/DB/Res). Change of School/Campus and TC

- a. Changing the academic plan between Day Scholars, Day Boarding and Residential (If applicable) or any other wing/plan within the same school (If applicable) in principle is restricted. However, in unavoidable situations, the school management can consider the request, subject to the availability of seats in the plan the student desires to change to.
- b. In any case of a change of plan within the same school in the middle of any academic session, the parent must pay for the higher plan for that particular academic year (*all components of the total fees*). The school will provide no concession to the parent. In other words, if the parents/guardian changes the plan in any time of the ongoing session, he/she has to pay for the higher plan for the whole academic year.
None of the charges (even if the facility is not availed for the whole academic year) will be refunded. This is a penalty charged for holding the seat and denying admission to other deserving candidates for that particular seat.
- c. If the existing parent wishes to transfer to any other school of ODM, the admission fees/enrollment fees won't be applicable (provided the admission fees of the new school is lesser or same as compared to the existing school in the same academic year), and the parent will have to adhere to the fees policy of the new school. If the admission fees of the school is higher, where transfer will happen, the parent has to pay the entire admission fees and in this case, the admission fees of the existing school will be refunded. All other fees and fees policy of the new school - will apply irrespective of any other scenario. For the purpose of this, an existing student is defined as one who has enrolled and attended classes in a particular school.
- d. On changing of campus under the same school, the parent will be liable to pay the fees of the new campus. If the change happens at the beginning of the year, the parent would be required to pay the fees of the new

Full Signature of Parent/Guardian: _____

Geetika Narayan Sahu