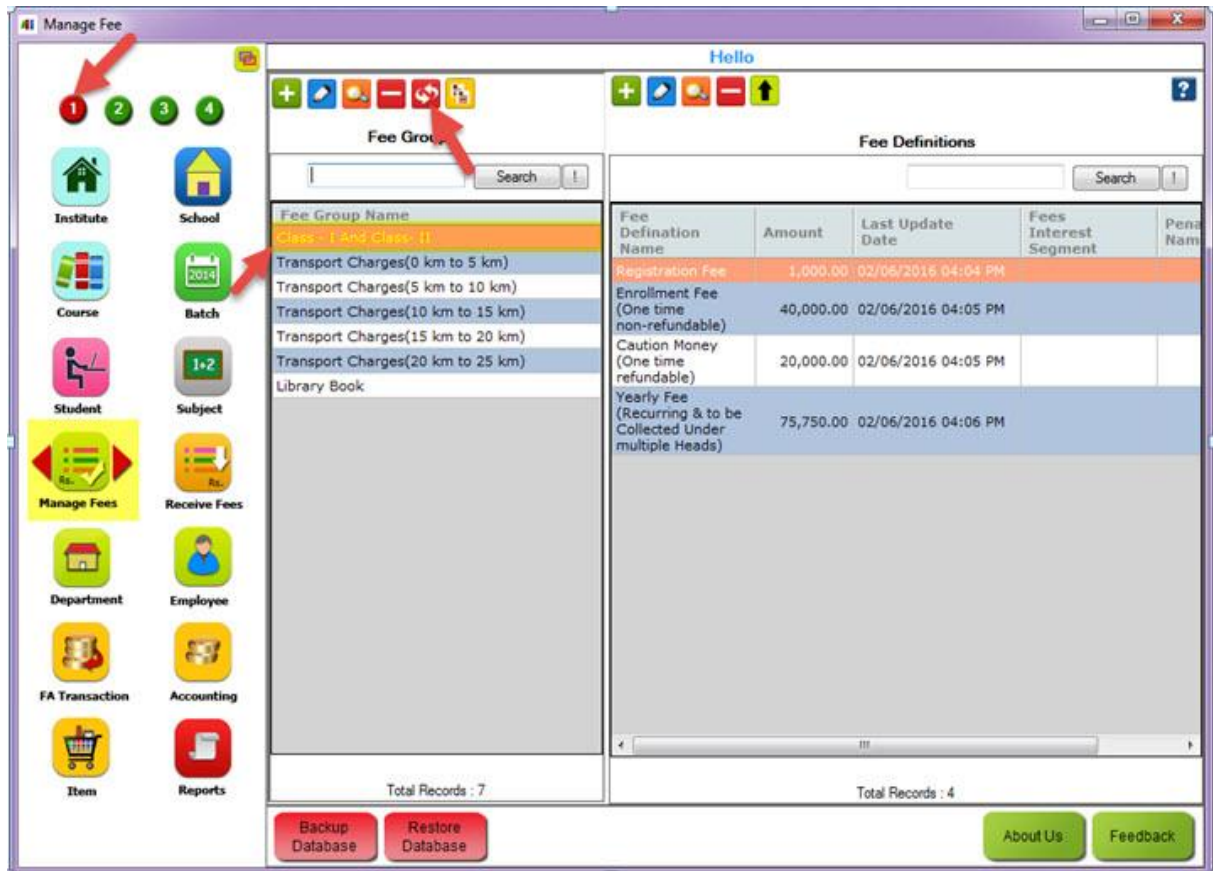


How to apply fee?



To apply fee, you need to follow below steps:

1. Run HDSchool.
2. Go to 1st Page of HDSchool, click on **Manage Fees**.
3. From **Manage Fee window**, select the fee group which you want to apply and click on **Apply Fee** button.



4. **Apply Fee to Student** window will open, fill the required details.
 - **Select School:** Select school of which you want to apply fees by clicking on [...] button or by typing the first few letters of the School name and select from the list that appears.
 - **Academic Year/Batch:** Select the academic year or batch of which you want to apply fees by clicking on [...] button or by typing the first few letters of the Academic Year/Session and select from the list that appears..
 - **Course:** Select course of which you want to apply fees by clicking on [...] button or by typing the first few letters of the Course name and select from the list that appears.
 - **Year/Semester:** Select year /semester of which you want to apply fees by clicking on [...] button or by typing the first few letters of the Semester/Year and select from the list that appears.
 - **Gender:** You can select gender of which you want to apply fees.
 - **Section:** You can select section of which you want to apply fees.
 - **Lab Section:** You can select lab section of which you want to apply fees.



5. Click on **View Details** button. All the students those are associated with above information will appear onto the grid.
6. Click on **Apply** if you want to apply fees for selected students. Or click on **Apply To All** if you want to apply fees for all students.

Name	Roll Number	Reg No	School Name	Gender	Mobile No	Language	Curr Ses
Animesh Gupta	HD -RNO00004	HD -REG00004	Hyper Drive School	Male	+91 9923178234		HD S 2017
Ashif Khan	HD -RNO00005	HD -REG00005	Hyper Drive School	Male	9920134590		HD S 2017
Sohan Kumar Patel	HD -RNO00003	HD -REG00003	Hyper Drive School	Male			HD S 2017

7. This way you can apply fees to students.