

UNIVERSITY OF LUCKNOW LUCKNOW UNIVERSITY DATA RESOURCE CENTRE



Guidelines for Fee Submission

Fee Payment

Students who have been promoted to the next semester have to submit their self attested photocopies of all previous semester mark sheet and a photocopy of their identity card to the respective Authorities from where they would be allowed to pay fees online through their UDRC student login. Details of venue where the documents are to be submitted is given below

| Class | Authority |
|-----------------------|---------------------------|
| UG Courses | Dean's office |
| PG Courses | Head of the Departments |
| Courses in Institutes | Director of the Institute |

Mode of Fee Payment

Through Online Modes:

- Fee has to be submitted through online modes (Credit Card, Debit Card or Net Banking).
- In case of payment through Debit Card, please ensure that your card has proper limit for payment. Multiple cards cannot be used.

Through Demand Draft:

- Option of demand draft is available to students of all programs where the fee is above Rs. 50000.00.
- However if any students are availing the bank loan facility they have apply to the Finance Officer, University of Lucknow in the Administrative Building.
- Drafts have to be made in favour of "Finance Officer, University of Lucknow" payable at Lucknow. This has to be submitted along with the Challan at any Branch of HDFC Bank.
- If payment is made through demand draft, the fee receipt will be available only after reconciliation of data with branch.
 In case of Demand draft this may take up to 15 working days after submission of the draft in the bank.



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Assistance

- In case of any problems, students can contact the personnel at the UDRC office, University of Lucknow (Old Campus).
- Students of the New Campus can contact Dr. Om Prakash Singh, Department of Computer Science, (FoET), University of Lucknow (New Campus).
- (From 10:00 AM to 5:00 PM on working days only)

| Prof. Mukul Srivastava | 9415087745 |
|---------------------------|------------|
| Dr. Jyotsna Singh | 9415470590 |
| Dr. S.P. Kannojia | 8840880224 |
| Dr. Nagendra Kumar Maurya | 9450138773 |
| Dr. Tripti Yadav | 7408708000 |
| Dr. Om Prakash Singh | 8279973850 |
| Dr. Akriti Jaiswal | 7275123854 |
| Dr. Ravi Shanker Gupta | 9450366236 |

Prof. Mukul Srivastava Chairperson UDRC University of Lucknow