

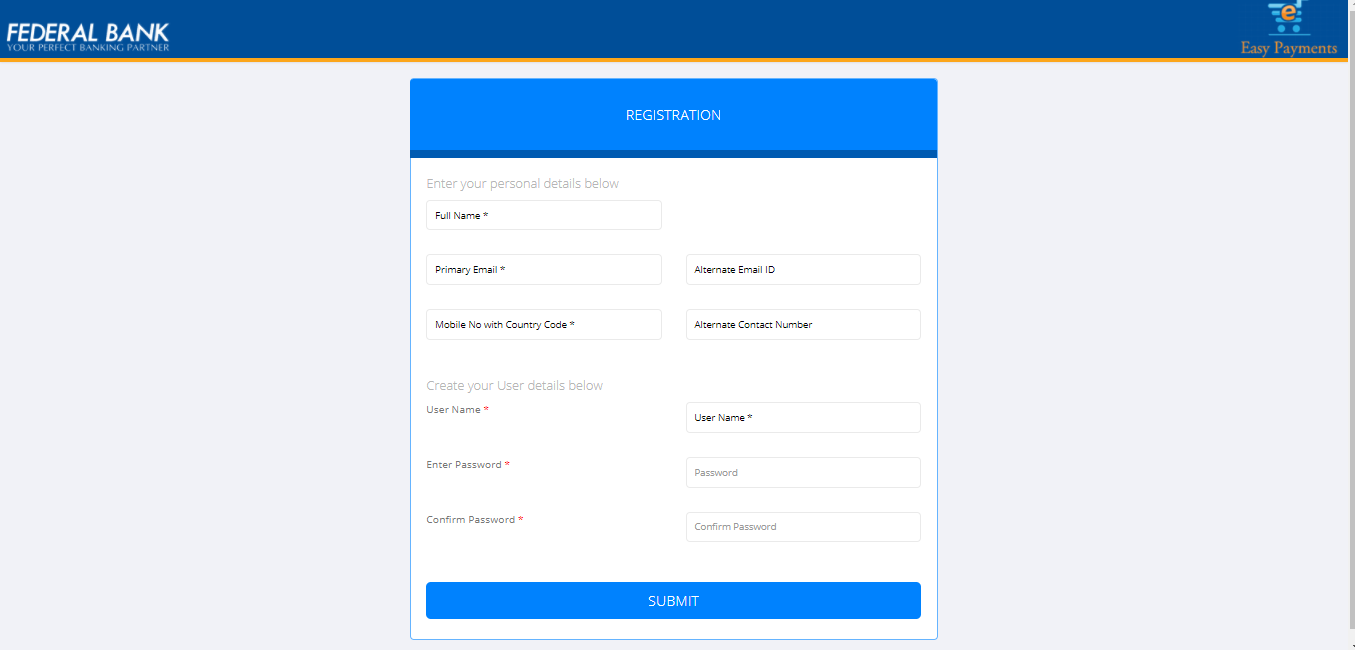
**Guide on Online Fee Payment.**

**Step 1 : Registration**

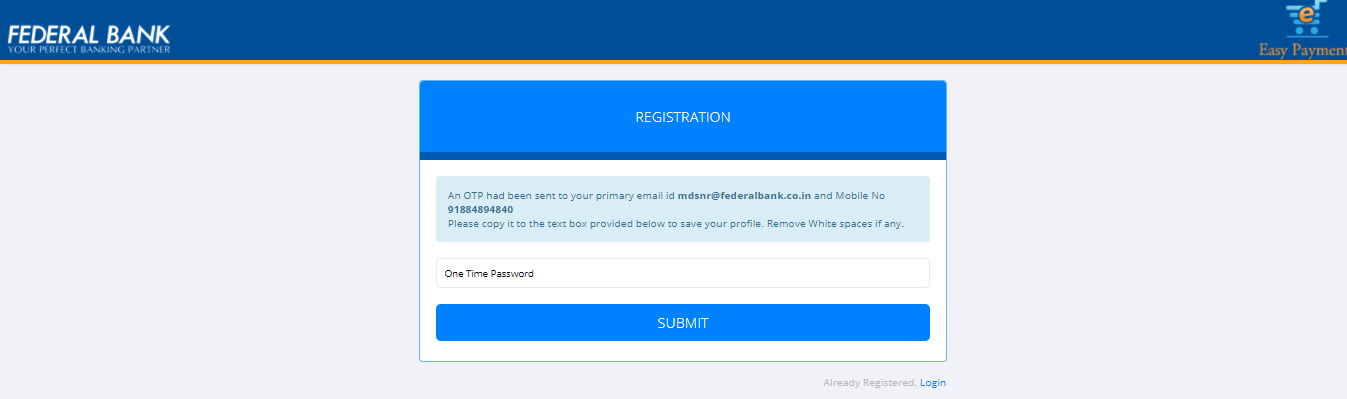
* All parents are required to complete a One Time Registration by accessing the link <https://epay.federalbank.co.in/easypayments/>



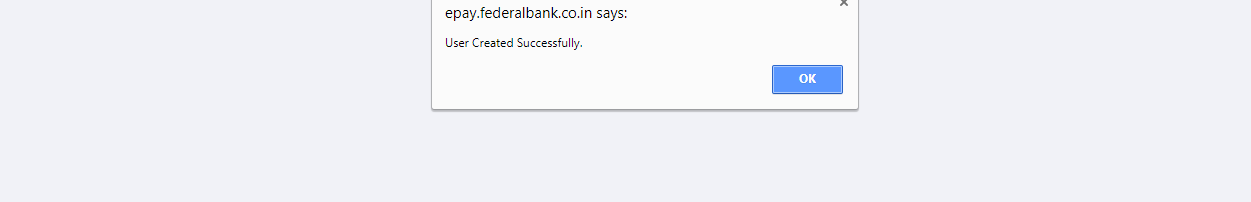
* Click on the New User option, automatically you will be redirected to the below page



* Key in all the mandatory data and proceed by clicking the submit button.
* You will be redirected to a new window which will prompt for an OTP which would have been automatically generated and sent to the **email id** mentioned in the previous screen



* Please fill in the OTP and proceed by clicking the Submit Button
* The below confirmation will be displayed upon successful user creation

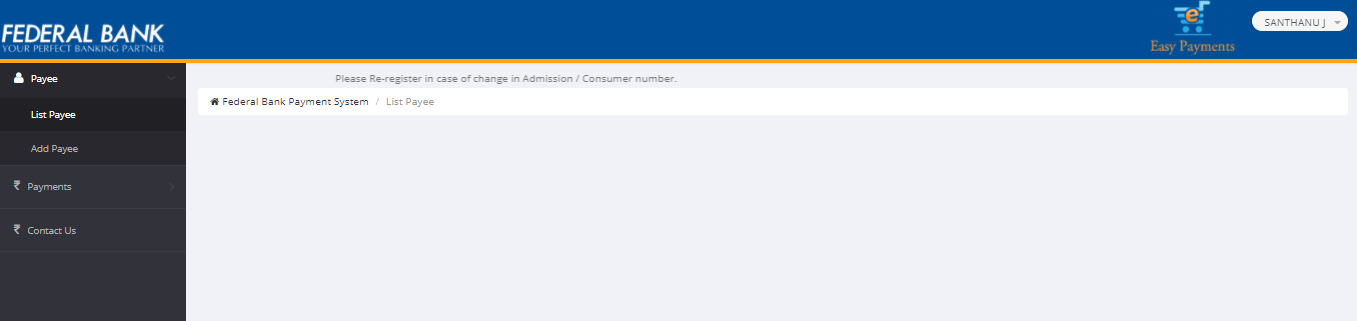


* After Clicking the OK button you will be automatically redirected back to the Login Page.

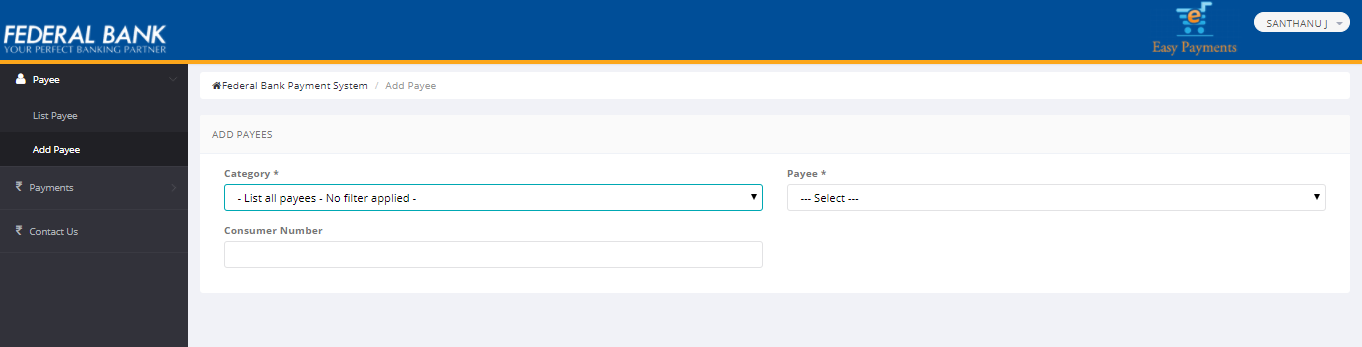


**Step 2 : Login**

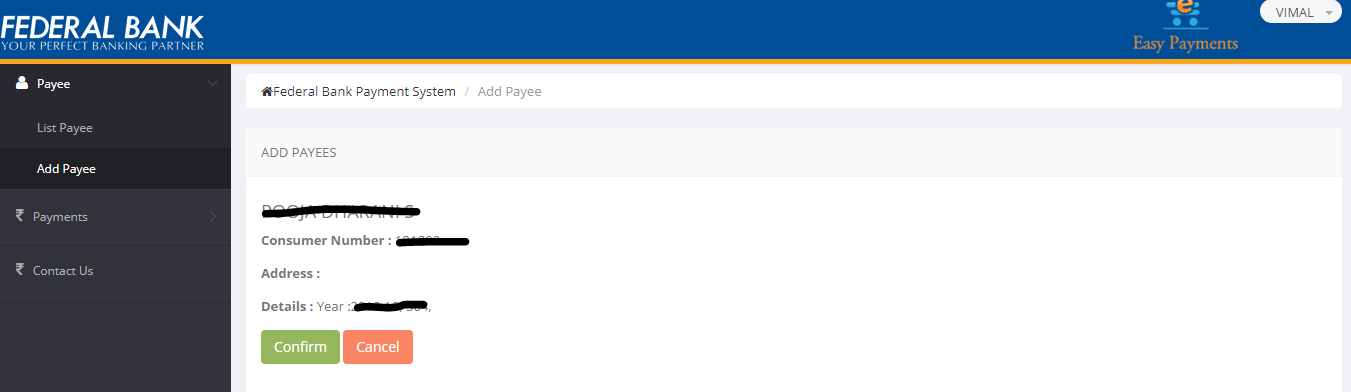
* Kindly provide your User ID and Password created at the Time of Registration and Click the submit button
* You will now be redirect to the fee payment portal



* Please proceed by Clicking the Add Payee Option. Now Select the Category as School,Payee as Christwood School (CDSL) and Consumer Number which is your child’s Student ID and click Continue



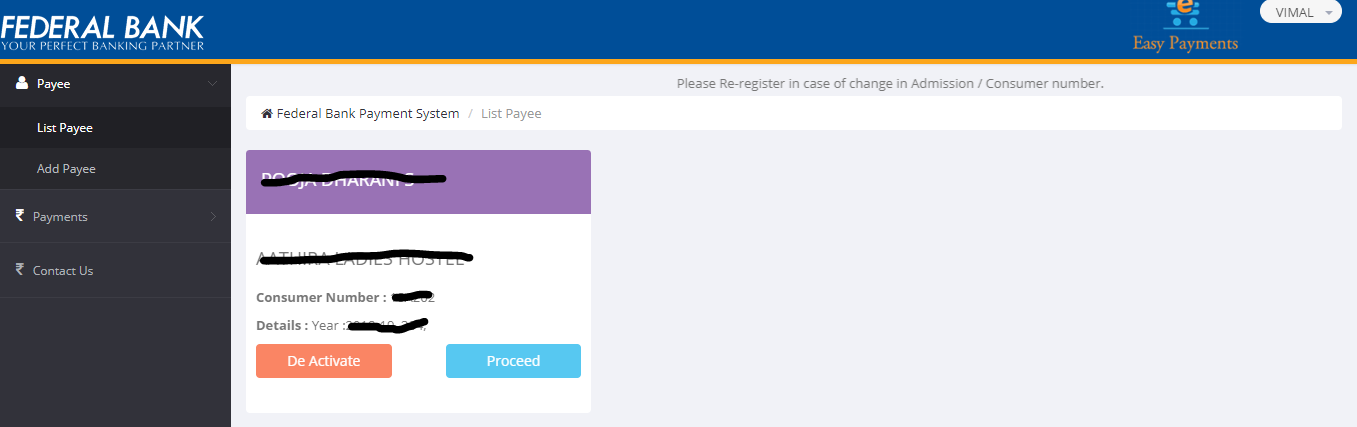
* Now please check your details and click on the Confirm Button



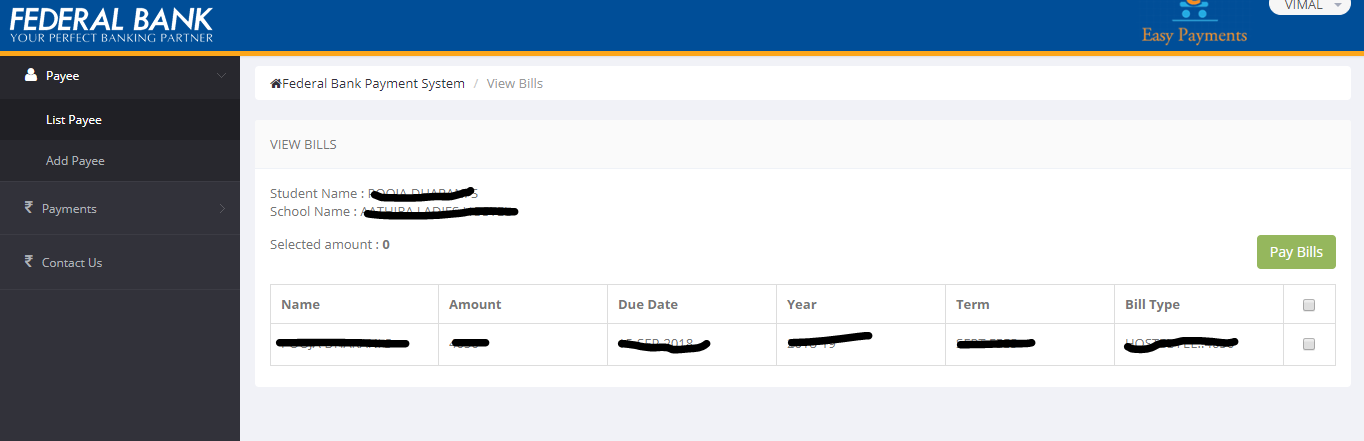
\*Note – A Parent can add more than one child under the same login using the Add Payee option.

**Step 3 : Payment**

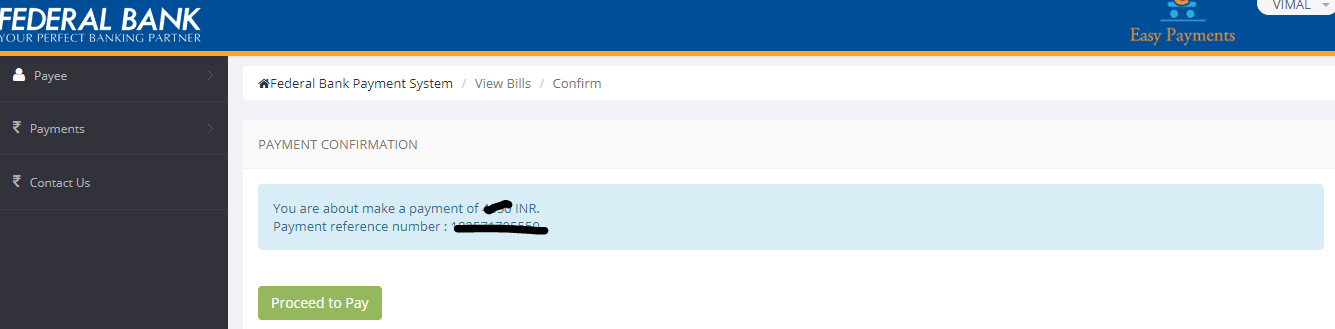
* To make the payment, please click on the proceed button



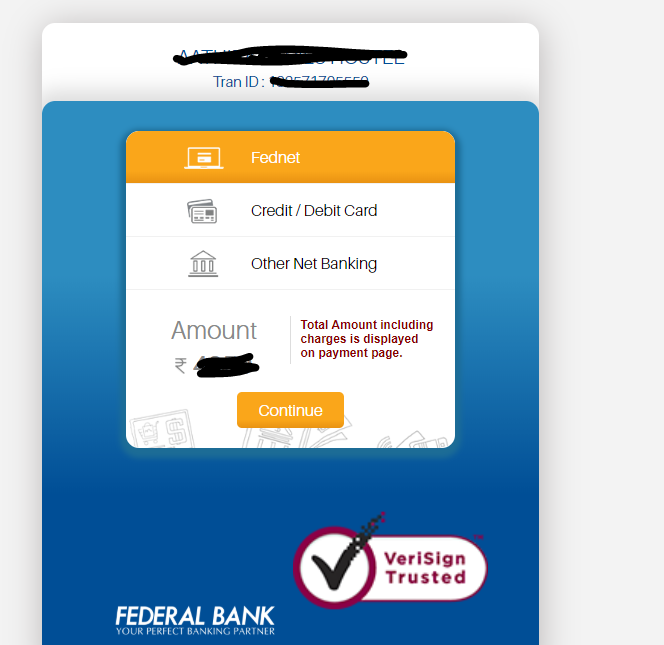
* Select the fees to be paid and Click the Pay bill option



* Please check the amount to be paid and also make note of the Reference number and Click Proceed to Pay



* You will be redirected to Federal Bank Payment Gateway. Select the desired mode of Payment and Click on Continue and complete the Payment.



* After the Payment has been successfully made, the receipt can be downloaded or printed

**Thank You**