Payment Guidelines

(For Two Credit Course on "Introduction to WTO Jurisprudence")

To register for the course, a registration fee of INR 1000/- is being charged. Please follow the payment guidelines given as below:

1. Visit the State Bank Collect website, given below: https://www.onlinesbi.sbi/sbicollect/icollecthome.htm

2. Accept the disclaimer clause and click on 'Proceed'.

3. Select the State of Corporate/Institution as 'Odisha'.

4. Select the type of Corporate/Institution as 'Educational Institutions' and click on 'Go'.

5. Now select the Educational Institution Name as 'National Law University Odisha' and click on 'Submit'.

6. Select the required payment category 'Registration for Seminar & Events' from the drop-down.

7. Fill in the challan with the required information as asked for or select from the drop-down options wherever available.

8. Mobile Number as asked for in the lower part of the screen. This information is important to reprint the e-Receipt after any successful payment.

9. Once the required data is filled in click on 'Submit'.

10. The system will ask you to verify the details entered and confirm the transaction on the

next page. Verify the details and click on confirm.

11. The system will request you to select the desired payment mode from various options.

12. Please note that the bank charges for various payment modes are also displayed which is to be borne by the remitter. Carefully examine the charges displayed since the charges for different payment modes are different. Select the desired payment mode.

13. Now, the system will guide the remitter through the payment process. Once the payment is completed successfully one e-Receipt is generated containing a Reference Number in PDF format. Take a printout. You may also save this optionally for future reference. The e- Receipt can also be regenerated/reprinted afterward from the ‘Payment History’ link of the ‘State bank collect".

14. If ‘SBI Branch’ is selected as payment mode a Pre-Acknowledgement Payment (PAP) form is generated which contains the relevant details for payment at Branch. The payer takes the printout of the PAP Form and visits any SBI branch for payment through cash or cheque drawn at SBI Branch. After the branch successfully processes the payment, the branch will acknowledge payment on the PAP Form. Now any time the payer may optionally return to the ‘State Bank Collect’ link on the home page of www.onlinesbi.com for printing the e-receipt from the ‘Payment History’ link of State Bank Collect.