

# Bhavan's Public School, Doha – Qatar

## Instructions for Online Fee Remittance

### Mode 1: Using School Portal

1. Open school website [www.bhavansqatar.org](http://www.bhavansqatar.org)
2. Log in school portal using parent username and password
3. Click on online fee payment
4. Select student admission number from the dropdown list
5. Select the installment from the dropdown list
6. Click on show button
7. Check the box to agree the terms and conditions
8. Click on Proceed with debit card payment button
9. Enter last 4 digits of your debit card
10. Click on Proceed with debit card payment (Q pay) button
11. Enter your card number and expiry date
12. Click on continue
13. Enter the OTP received in your bank approved mobile
14. Click on continue
15. Enter you card pin
16. Click on pay

After successful remittance, fee receipt will be available in the portal within 24 hours.

### Mode 2: Online Bank Transfer

#### Bank Account Details

Company Name : Al Misnad Education Centre  
Account Number : 237-284096-01-10-0  
IBAN No : QA45DOHB023702840960010010000  
Bank Name & Address : Doha Bank, Al wakra Branch

Please make sure to write student name and admission number in the reference column of fund transfer, to identify the payment. After making the payment, please provide the following details to the school through email to [accountant1@bhavansqatar.org](mailto:accountant1@bhavansqatar.org) and cc to [acct@bhavansqatar.org](mailto:acct@bhavansqatar.org)

Date of Fund Transfer : \_\_\_\_\_  
Name of Student : \_\_\_\_\_  
Student Admission Number : \_\_\_\_\_  
Details of fees with amount wise – Tuition / Special / Transportation / Others (Specify)

On the receipt of the above details from you and on confirmation from bank, we will send an official receipt to you.

For any queries please contact to Reception. Contact numbers are the following:

**Bhavans Public School, New Salata : 44772250, 44772251, 44937009**  
**Bhavans Public School, Al Wakra : 44770770, 44771100**