

**LAKSHMIPAT SINGHANIA ACADEMY  
12-B ALIPORE ROAD, KOLKATA 700 027**

Through "eazypay" a module of ICICI Bank, you can pay School fees of your ward studying in LSA, on-line i.e. by Net Banking or Debit/Credit Cards conveniently from anywhere you wish to. You can even use this module, excepting for payment of 1<sup>st</sup> Quarter Fees, to download a transaction id and present your Cheque there against at any ICICI Branch, if the School Fee Book is not ready at hand for any reason. **However, please note that School Fees cannot be deposited in Cash whether at the School or at any Bank Branch / RTGS (although the standardised "eazypay" module of the Bank shows Cash and RTGS options in their webpage).**

**Pre-requisites for availing the services of eazypay**

All that you need to ensure is that your latest Mobile Number is updated in \*\* marked field on PUPIL'S REFERENCE SHEET (Section 2) available in ACADEMIC PLANNER 2018-19 and your child's Admission No. is ready with you.

**How to start using eazypay to pay the School Fee Bills**

eazypay module link can be accessed from website [www.icicibank.com](http://www.icicibank.com), under the *payments* tab. This will be a single point of entry for you to initiate all the payments to the billers through eazypay module.

**Following will be shown on Screen**

The screenshot shows the eazypay interface on a browser. At the top, there is a navigation bar with the eazypay logo. Below it, there are three tabs: "Make Payment", "Transaction History", and "View By Category". The "Make Payment" tab is selected. The main content area is titled "Search, View & Pay" and includes a sub-heading "Pay bills and invoices from any bank account or any card". Below this, there is a paragraph explaining that eazypay allows users to pay bills conveniently for education, housing society maintenance, or other bills, using various payment methods like Cash Deposit, Cheque Deposit, RTGS, NEFT, Net Banking, or Cards. The search section has two radio buttons: "Institution Name" (selected) and "Your Mobile Number". Below the radio buttons, there is a text input field with the placeholder "Enter name of the Institution you wish to pay." and a "Go" button. Below the input field, there is a small example text: "e.g. School, College, Housing Society etc."

## EAZYPAY PAYMENT STEPS FROM EAZYPAY SITE

- SELECT Search By: Institute Name

Make Payment   Transaction History   [View By Category](#)

Search By:  Institution Name    Your Mobile Number  
Enter name of the Institution you wish to pay.

e.g. School, College, Housing Society etc.

- Start typing name of institute and select it from dropdown

Make Payment   Transaction History   [View By Category](#)

Search By:  Institution Name    Your Mobile Number  
Enter name of the Institution you wish to pay.

LAKSHMIPAT SINGHANIA ACADEMY

- Click on Go
- Following screen will appear

**Your Search : LAKSHMIPAT SINGHANIA ACADEMY**

Mobile\*   

Admn No\*

- Enter your mobile no as entered in PUPIL'S REFERENCE SECTION and Admission number (including '/' slashes. e.g. 121/18) in respective fields.
- Click on show details.
- A six digit one time password (OTP) will be sent on your entered mobile number.
- Please enter OTP on the current screen to validate the registered mobile number.
- Click on submit on the current screen.
- Fee Details of the entered student will be displayed on screen.
- Check the box of terms and conditions and click on pay now.
- Select desired payment mode from net banking, debit card, credit card, cheque / DD
- Enter the correct payment detail and click on submit or proceed now
- Receipt can be printed from display after payment or can be sent on mail after entering your e-mail id.

**PLEASE DON'T USE REFRESH OR BACK BUTTON DURING ENTIRE PROCESS**

