## Instruction Manual for KUHS College Payment Portal



**<u>Step 1</u>**- Login to KUHS Payment Portal using College ID and Captcha.



## Step 2 - Click on the Profile Menu to view Profile

🍝 к	UHS Payr	nent Portal				XXX	e
# Home	A Profile	ES Payments	D Payment History	(+ Logout			
					College Details 2000000000000000000000000000000000000		
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Step 3 - Click on the Payment Menu to make a payment

後 к	UHS Pay	ment Portal						XXX	x	0
# Home	& Profile	E Payments	ා Payment History	I+ Logout						
					1 2012   2012   2014 8 40 8 30 8 30 8 2 121 - 121 2 2 30 8		ž			
				Payment		]				
				College ID	Name					
				Email	Phone Number	. *				
				Purpose Attestation / Certificate for UGC Approval	Address					
				Amount 10000		1.00				
				Save an	d Proceed					
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- i. Enter Name, Email ID, Mobile Number and Address of the applicant.
- ii. Select Purpose of the Payment and click on Save and Proceed button.

Home	A Profile	E Payment	s 3	) Paym	ent His	tory	(+ Logo	out								
							_									
							Pa	avme	ont Summary							
								June	Do not use	Refresh and Back button of	browner.					
								10.00				1000				
								Instea	he e-payment transaction f ad, kindly select the Menu F	alls, please Do Not su PAYMENT STATUS for	bmit any fresh applica checking the e-paymer	tions. ht status				
									or initiating	another e-payment tr	ansaction	all and the second s				
									Fees ond	e paid will not be refu	unded.					
							6	ollege	Purnose		Payment Reference	Amount				
							10	)			No.					
									Attestation / Certificate for	r UGC Approval/NAAC	XXXXXXXX	10000				
									accreanant							
										Proceed to Pay						

iii. Click on Proceed to Pay button

Transaction ID	: XXX
Payment Reference No.	: ×× 100364220
Amount	: Rs. 10000 /- (Additional Bank charges may apply)
trentrent.	
arefully in each steps for succ are page until you will get 'Succe	BI Epay portal for the payment. Follow the instruction ressful completion of payment. Do not refresh or clos ess' message.

## iv. Click on Pay Now button

As per RBI Guide	dines all cards (physical and virtual) shall be enabled for use only at contact-based points of u	sage [viz. ATM's and Point of Sale (POS) de		
Payment Details				
Debit/Credit Card	Please ensure that your card is enabled for online (E-Commerce) transactions कृष्णा सुनिष्ठित करे कि -अपका कर्त्त (इं-वॉमर्स), सेनदेन के लिए सहम है Card Namber	Order Summary Kindly note Order No.		
	VILA 🧰 🗮 RANGO	Order No.: 216421		
with saturdina.	Name of the card holder	Merchant Name:		
() waters	Name as on card	Kerala University of Health		
	Expiry Date/Valid Thru CVV/CVC 4-DBC	Sciences		
	Month 🗸 Year 👻 📀			
	Use your GSTIN for claiming input tax (Optional)	Amount: 10000.00 Processing fee:		
	Pay Now Concel	GST:		
		Total:		
		APM ID PG_TRANS_796		

v. Now you will be redirected to SBIePay Payment gateway. Here you can choose Payment mode and enter the details and then click on Pay Now button.

-	B. Destille									
Home	a profile	CHaymen	at S Payment Histor	/ I# Logout						Ε.
				Payment Status						
				Payment Status						
				Summary						
				summery						
				Server a server						
				Name XXXXXXXXXX						
				Email ID						
				Phone Number						
				Amount (Rs.)						
				Payment Status SUCCESS						
				Barmant Balaranza Number VVV						
				Payment Reference Number AAA						
				Transaction Details						
				Transaction Details						
				Sino Transaction Date SBI Epay Ref No. Transaction Id Status						
				1 XXX XXX XXXX SUCCESS						
				Print Payment Report 🖨						
				20 Knowle University of Marshith Friends						

vi. After successful completion of payment, you will get payment acknowledgment



Epayment Acknowledgement (Generated on : 23-04-2024 02:24:10pm )

	Epayment Acknowledgement	
Applicant Name		
College ID	T	
College Name	XXXXXXXXXX	
KUHS Gateway Ref. No.	T	
Payment Ref. No.	Ι	
SBI Epay Ref. No.	Т	
Purpose	Payment - Attestation / Certificate for UGC Approval/N/	AC accreditation
Amount Paid (Rs.)	10000	
Service Charge + GST(Rs.)	17.7	
Total Amount (Rs.)	10017.7	
Transaction Date	23-04-2024	

vii. Click on Print Payment Report button to take print out of the payment report

Thrissur - 680 596									
		Payment Report (Generated on : 23-04-2024 02:23:46pm )							
College Details									
College ID	1								
College Name									
Principal Email ID	z								
Applicant Name	1	XXXXXXXXXXX							
Applicant Contact Number	ः								
Applicant Email	3								
Address	1								
Payment Details									
KUHS Reference No.		216406							
Amount Paid (Rs.)		10000							
Service Charge + GST(Rs.)		17.7							
Total Amount (Rs.)	1	10017.7							
Purpose	+	Attestation / Certificate for UGC Approval/NAAC							
Payment Ref. No.									
SBI Epay Ref. No.	1	XXX							
Transaction Date	1	23-04-2024							
The details furni	shee	above are true and correct to the best of my knowledge an	d belief.						
Place :									

Step 4- Click on the Payment History Menu to view history of payments

Home	A Profile	E Payments	S Payment History	I+ Logout	
				Payment History	
				Purpose Select •	
				Search	
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- i. Select Purpose of the Payment
- ii. Click on Search button

، 🌜	KUHS Payr	ment Portal			Nirmala College of Healt	0
# Home	A Profile	Payments	ා Payment History	(+ Logout		
				Date         Reference no.         Amount           23:64-2024         XXX         ₹10000         View \$25trus		
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iii. If Payment status is Success, click on Print Payment Report button to take print out of the payment acknowledgment

Summ	ary						
Colleg	e ID						
Colleg	e Name						
Applic	ant Name	2000000000	1000000000				
Email	D	*****					
Phone	Number						
Amou	nt (Rs.)	₹ 10000					
Payme	ent Status	SUCCESS					
Payme	ent Reference Number	XXX					
Transa Sino	action Details Transaction Date	SBI Epay Ref No.	Transaction Id	Status			
1	23-04-2024	XXX		SUCCESS			
		Delet Devenent De					

iv. If Payment status is Failed, then Click on Proceed to Pay button and make payment

Step 5- Click on Logout button to logout

Note:

• If your payment is failed, select the Payment History Menu for checking the epayment status or initiating transaction.