



**INDIAN SCHOOL SOHAR
CIRCULAR
LKG to XII**

ISS/WEBCIR/067/22-23

27th September 2022

FEE PAYMENT GATEWAY

Dear Parents,

Please note that a new method of school fee payment through Bank Muscat payment gateway has been enabled in the school ERP parent login.

Highlights how

- 1) Payment can be done using bank Debit / Credit card.
- 2) Automatic and immediate updation of fees in the school ERP.
- 3) Instant fee receipt printing from the ERP.

Steps have been defined in the attached user manual.

Warm regards,

Sanchita Verma
Principal
Indian School Sohar



INDIAN SCHOOL SOHAR

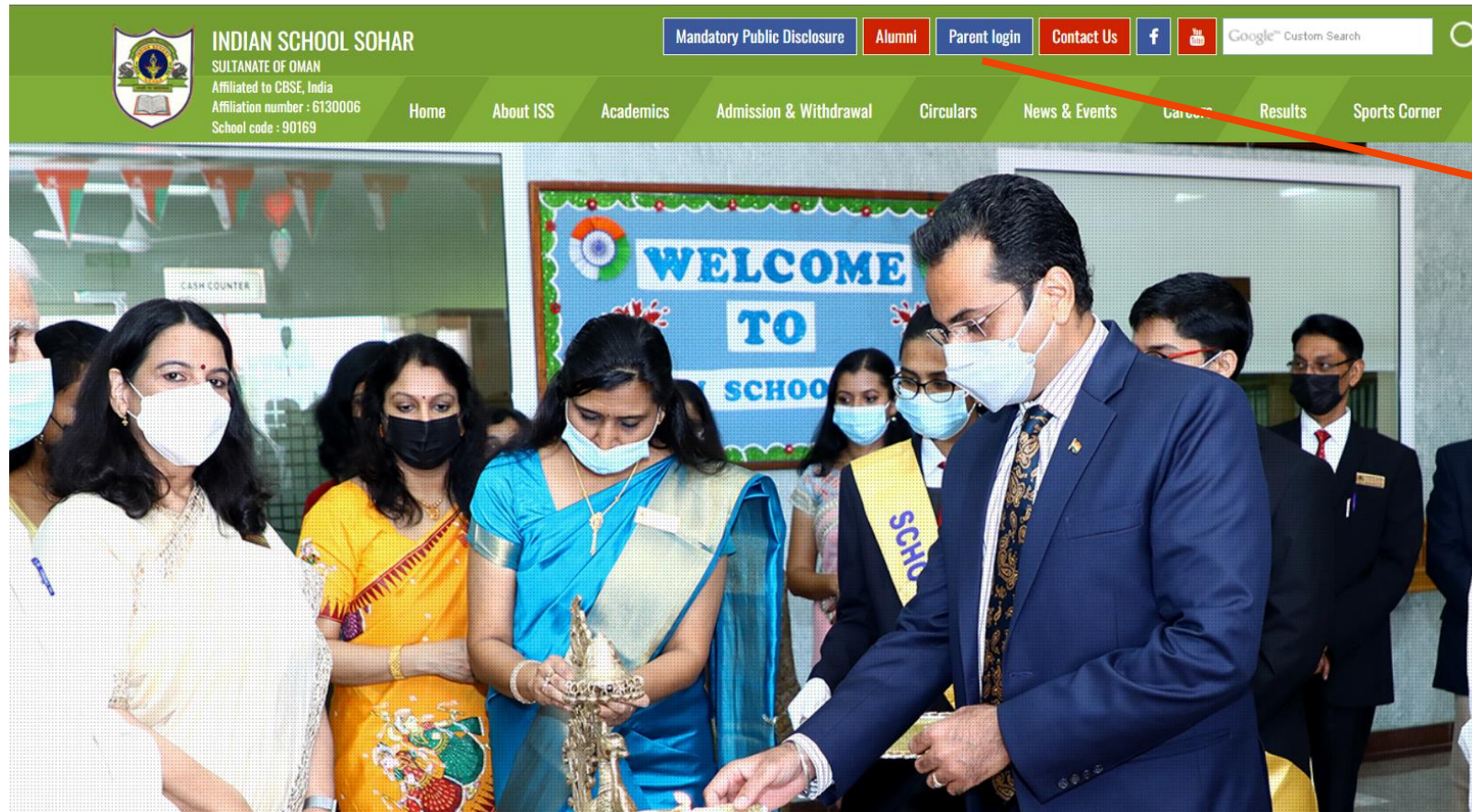


**USER MANUAL FOR
ONLINE PAYMENT OF SCHOOL FEE
THROUGH DEBIT / CREDIT CARD**

User manual for online payment of school fee through Debit / Credit Card

STEP-1

Visit Indian School Sohar website (<https://www.indianschoolsohar.com/>) and click “Parent Login” option



Click the “Parent Login” option

STEP-2

- ISS ERP system will be displayed. Click “Login” option for parent login.

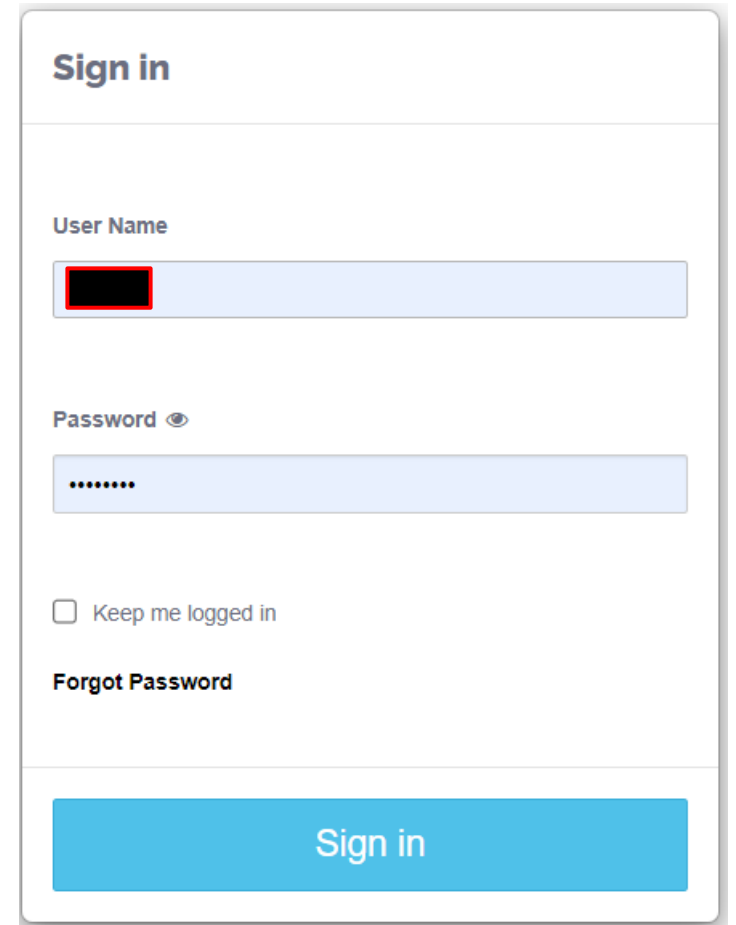


The screenshot displays the homepage of the Indian School Sohar's Integrated School Management System (ISS). The header features the school's logo on the left, the text "INDIAN SCHOOL SOHAR" in the center, and a welcome message: "Welcome to Integrated School Management System of ISS". On the right side of the header, there are three navigation links: "Login", "Admission Form", and "Admission Status". Below the header is a large banner image showing a group of men in traditional Omani attire (white dishdashas and ghutras) seated in a row, likely during a formal event or meeting. The footer contains the school's logo and name on the left, a copyright notice "Copyright © 2016 Indian School Sohar. All Right Reserved." in the center, and the text "powered by JDAAS and managed by Gulf House" on the right. A small blue square button with a white upward arrow is located in the bottom right corner of the page.

Click the “Login”
option

STEP-3

- Enter Username (GR No.) and Password.
- Click “Sign in” button to login to the ERP.
- In case of any trouble in login, please refer to the [User manual](#) for Parent login

A screenshot of a web-based sign-in form. The form is titled "Sign in" in bold black text at the top left. Below the title, there are two input fields. The first is labeled "User Name" and contains a blacked-out area with a red border. The second is labeled "Password" with an eye icon and contains a series of dots. Below these fields is a checkbox labeled "Keep me logged in". At the bottom left of the form area is a link labeled "Forgot Password". At the bottom right is a large blue button with the text "Sign in" in white.

STEP-4

- Click “Online Payment” option.
- It will display fee payment details.

Dashboard
✓ Profile
✓ Assignment
✓ Attendance
✓ Online Payment
✓ Library
✓ Update Profile

Click the “Online Payment” option

FEE DETAILS

S.No.	GR No.	Parent ID	Child No.	Name
1			0	

FEE PAYMENT

S.No.	Select	Months	Term Fees	Tuition Fees	Total Amount	Fee Concession Amount
1	Paid	Apr-2022	19.000	58.000	77.000	
2	Paid	May-2022	0.000	59.000	59.000	
3	Paid	Jun-2022	0.000	59.000	59.000	
4	Paid	Jul-2022	0.000	59.000	59.000	
5	Paid	Aug-2022	0.000	59.000	59.000	
6	Paid	Sep-2022	0.000	59.000	59.000	
7	Paid	Oct-2022	10.000	57.000	67.000	
8	<input type="checkbox"/>	Nov-2022	0.000	59.000	59.000	
9	<input type="checkbox"/>	Dec-2022	0.000	59.000	59.000	

STEP-5

- Select the month(s) for which you wish to pay the fees.
- Total Payable Amount will be displayed.
- Click “Proceed to Payment” option.

FEE PAYMENT						
S.No.	Select	Months	Term Fees	Tuition Fees	Total Amount	Fee Concession
1	Paid	Apr-2022	19.000	58.000	77.000	
2	Paid	May-2022	0.000	59.000	59.000	
3	Paid	Jun-2022	0.000	59.000	59.000	
4	Paid	Jul-2022	0.000	59.000	59.000	
5	Paid	Aug-2022	0.000	59.000	59.000	
6	Paid	Sep-2022	0.000	59.000	59.000	
7	Paid	Oct-2022	10.000	57.000	67.000	
8	Paid	Nov-2022	0.000	59.000	59.000	
9	<input checked="" type="checkbox"/>	Dec-2022	0.000	59.000	59.000	

New payment	Amount
Previous Due Fee	0.000
Transport Fee	0.000
Fee Amount	59.000
Fee Concession Amount	
COVID-19 Discount	0.000
Fine Amount	0.000
Total Payable Amount	

Proceed to Payment

STEP-6

- Review the payment details.
- Click “Pay Now” button to proceed to the online payment gateway page.
- In case of any change in the fee payment, click “Back to Fee Details”.

Review Payment Details


Month(s)	: Dec-2022
GR No.	: [REDACTED]
Name	: [REDACTED]
Class & Section	: Class VII - B
Amount	: [REDACTED]
Currency	: OMR

[Pay Now](#)

[Back To Fee Details](#)

STEP-7

- Enter the debit / credit card details from which you wish to make the payment.
- Click “Make Payment” option to pay the fees.


**بنك مسقط**
bank muscat

INDIAN SCHOOL SOHAR


Order No.
10001007

Amount Payable
[REDACTED]

Pay by Card


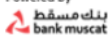



Card Number
[REDACTED] 

Expiry Date
Oct (10) 2022

CVV
[REDACTED] 

OMR [REDACTED]

Make Payment Cancel

 Powered by  **بنك مسقط**
bank muscat  **عمان نت**  **Verified by**
VISA  **mastercard**
ID Check

STEP-8

- Enter the OTP which you have received on your mobile number registered with the bank.
- Click “Verify” to make the payment.

* Kindly enter the OTP within the stipulated time allowed by the bank.

The image shows a mobile payment interface for Bank Muscat. At the top, a red header bar contains the Bank Muscat logo (with Arabic text 'بنك مسقط' and 'bank muscat') and the payment details: 'Pay to INDIAN SCHOOL SOHAR' and 'OMR 6.000'. Below the header, the main area is white. It starts with the text 'Enter OTP' and 'OTP sent to the registered mobile number.' followed by a black rectangular input field for the OTP. Below the input field is a red button labeled 'Resend OTP'. Further down is a large red button labeled 'VERIFY'. Below the 'VERIFY' button, it says 'Transaction will timeout in 2:17'. At the bottom of the main area is a link that says 'Cancel Payment'. The footer of the interface is grey and contains three logos: 'PCI DSS COMPLIANT', 'Powered by bank muscat' (with the Bank Muscat logo), and 'omanNet'.

STEP-9

- After successful payment, receipt will be displayed.
- Bank receipt print can be taken for your reference.
- Click on “Back to Fee Details” to return to school ERP fee page.


Receipt	
School Name:	INDIAN SCHOOL SOHAR
Name:	AVANEESH SUDARSHAN GUPTA
GR.No:	
Order No:	10001007
Bank Ref No:	754280
Trans Date:	Sep 21 2022 11:44AM
Amount:	
Success	
Back To Fee Details	Print


STEP-10

- In the school ERP, the status of fees paid will be updated as “Paid”.





FEE PAYMENT						
S.No.	Select	Months	Term Fees	Tuition Fees	Total Amount	F
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7	Paid	Oct-2022	10.000	57.000	67.000	
8	Paid	Nov-2022	0.000	59.000	59.000	
9	Paid	Dec-2022	0.000	59.000	59.000	

STEP-11

- Click on the “PAYMENT RECEIPT LIST” displayed below the fee chart.
- It will display all the fee payment receipts.
- Print icon  is available to take print of the fee receipt.

Click  icon to take the print out of the fee payment receipt .

PAYMENT RECEIPT LIST

S.No.	Receipt No.	Name	Class Name	Payment Mode	Bank	Payment Date	Fine Amount	Bank Charges	Paid Amount	Print
1	FR225857		Class VII	CASH		22-May-2022	0.000	0.000		
2	FR2212551		Class VII	CASH		30-Aug-2022	0.000	0.000		
3	FR2212903		Class VII	CASH		01-Sep-2022	0.000	0.000		
5	FR2214966		Class VII	ONLINE		21-Sep-2022	0.000	0.000		

In case of Online Payment, payment mode will be **ONLINE**.



INDIAN SCHOOL SOHAR

In case of any query, please send an email to sgupta@indianschoolsohar.com and mark Cc to opnmanager@indianschoolsohar.com

THANK YOU