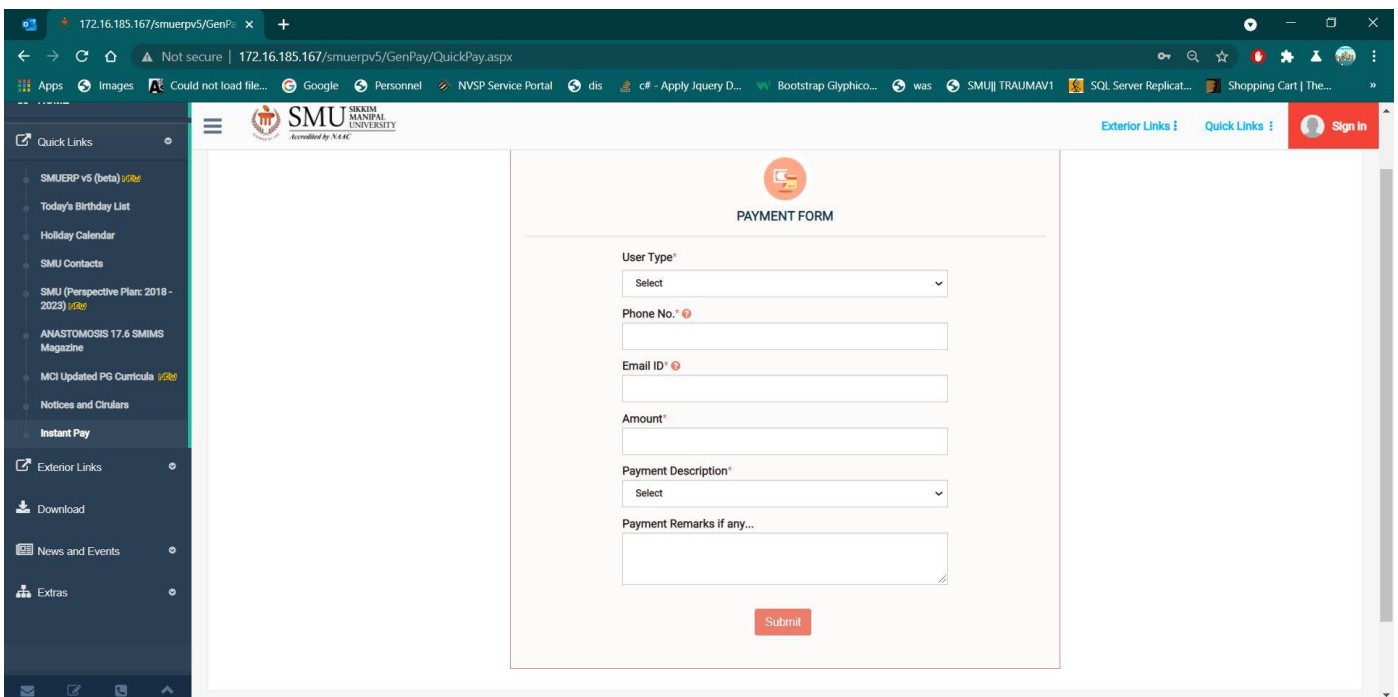


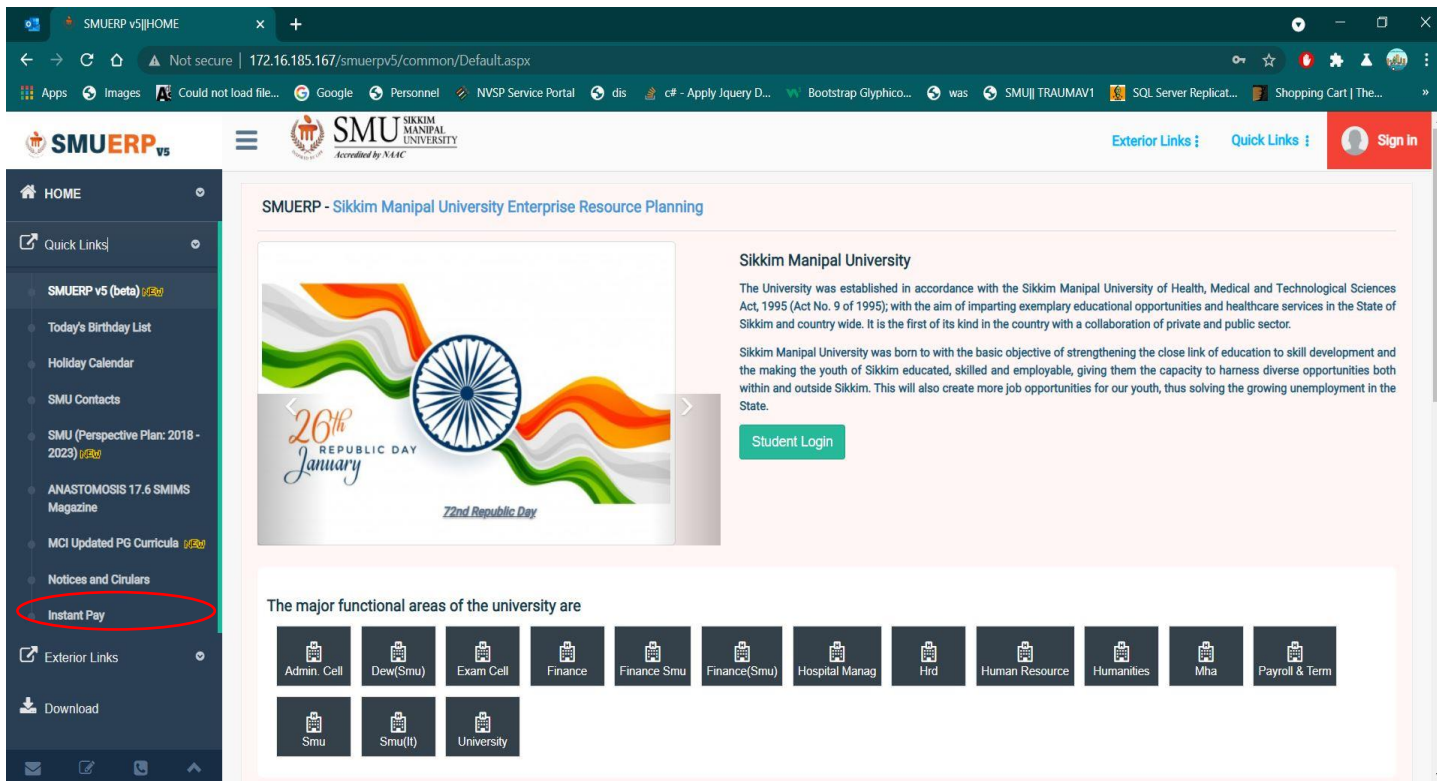
Quick Pay Manual

1. Go to website <https://erp.smu.edu.in/>, click on menu called Quick Links, then click on Instant Pay click on the link <https://erp.smu.edu.in/genpay/quickpay.aspx> for instant payment or scan QR Code as shown below...



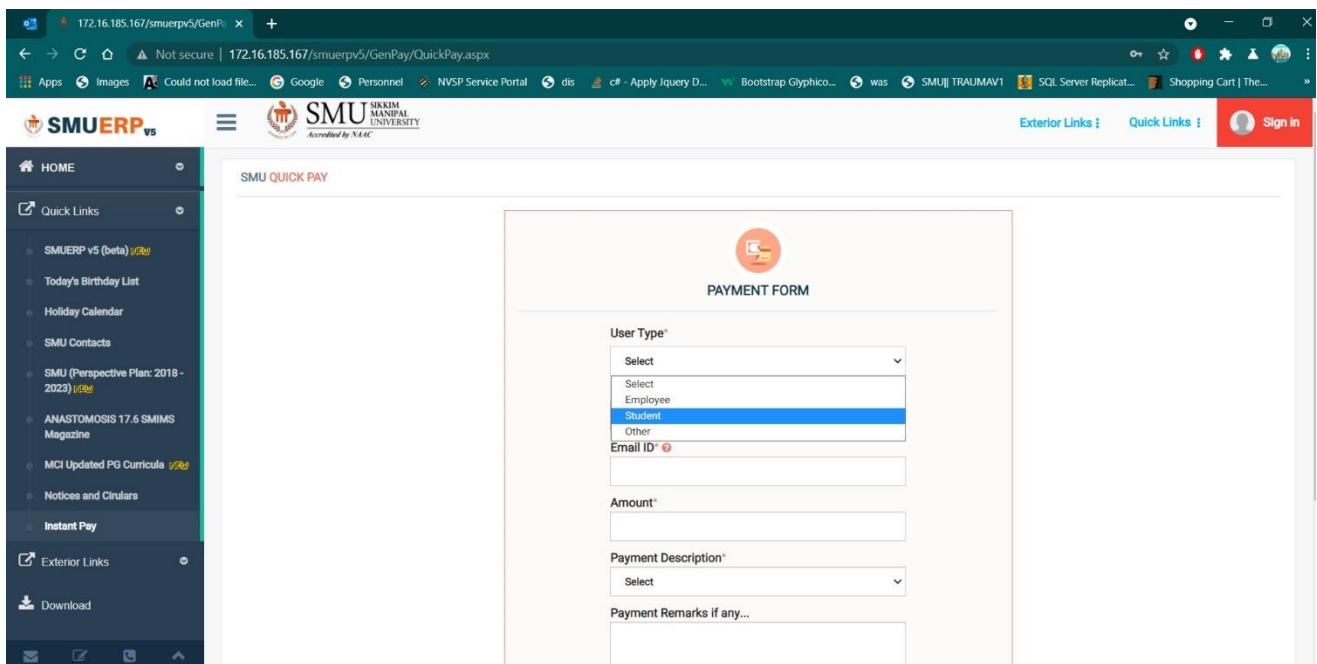
2. You will be redirected to Payment Form as shown in the figure.

A screenshot of a web browser displaying the SMU Quick Pay Payment Form. The browser's address bar shows the URL <https://erp.smu.edu.in/genpay/quickpay.aspx>. The page features a dark blue sidebar with a 'Quick Links' menu, including options like 'SMUERP v5 (beta)', 'Today's Birthday List', and 'Instant Pay'. The main content area is titled 'PAYMENT FORM' and contains several input fields: 'User Type' (a dropdown menu), 'Phone No.' (a text field), 'Email ID' (a text field), 'Amount' (a text field), 'Payment Description' (a dropdown menu), and 'Payment Remarks if any...' (a text area). A red 'Submit' button is located at the bottom of the form. The SMU logo and name are visible in the top left corner of the page.



3. Enter the following Details.

- a. Select User Type as Student, Employee or Others.
- b. If You selected User Type as Student, then Provide Registration Number.
- c. If selected as Employee, Enter SMU Employee Code and other details marked with (*).
- d. If Selected other, then Enter your Name in the given text box , along with other details marked with (*).



4. After Selecting User Type as Student,

- check the filled details like Name, Phone no, Email.

- Validate before processing.

The screenshot shows a web browser window displaying the SMU QuickPay form. The form is titled "QuickPay.aspx" and is part of the SMU (Sikim Manipal University) system. The form fields are as follows:

- User Type***: A dropdown menu with "Student" selected.
- Enter Registration No.***: A text input field containing "*****".
- Name**: A text input field containing "*****".
- Phone No.***: A text input field containing "*****".
- Email ID***: A text input field containing "*****".
- Amount***: A text input field containing "1000".
- Payment Description***: A dropdown menu with "Select" selected.
- Payment Remarks if any...**: A text area for entering remarks.

A red "Submit" button is located at the bottom of the form.

- Enter remaining details like Amount and Select Payment Description.
- Enter Payment Remark if any.

This screenshot shows the same SMU QuickPay form, but with the "Payment Description*" dropdown menu open. The dropdown menu lists the following options:

- Select
- Academic Fees
- Books and Assignment Fees
- Examination Fees
- ID Card Fees
- Installation Fees** (highlighted in blue)
- Laboratory Fees
- Library Fees
- Medicare Fees
- Student Benevolent Fees
- Tuition Fees
- Uniform Fees
- University Fees
- Other Fees

The form fields are partially visible, showing "Name", "Phone No.*", "Email ID*", and "Amount*" (containing "1000").

At the bottom of the page, there is contact information for SIKKIM MANIPAL UNIVERSITY:

© SIKKIM MANIPAL UNIVERSITY
 31-A National Highway, 5th Mile, Gangtok - 737102
 Tel: +91-3592-224354, Email: info@smu.edu.in, Fax: +91-3592-224355
 Active Users: 1 Hits: Powered By SMU-IS Contact Us

- Click on Submit Button.

The screenshot shows a web browser window displaying the SMU GenPay/QuickPay.aspx form. The form is titled "User Type" and includes the following fields:

- User Type: Student (dropdown menu)
- Enter Registration No.: 202001001
- Name: ANCHITA GHARPHALIA
- Phone No.: 9864065945
- Email ID: Anchita_202001001@smims.smu.edu.in
- Amount: 100
- Payment Description: ID Card Fees (dropdown menu)
- Payment Remarks: Duplicate ID Card

A red "Submit" button is located at the bottom center of the form.

- Check all the details before Clicking on Submit button.
- If you have not entered details marked with (*) like Name, Email, Phone no. or Amount and not selected Payment type, then a message will be shown.
- If all the details are validated, then you will be redirected to the payment Gateway.
- There is three option to pay in payment Gateway.
- Card- Enter Credit or Debit Card Details (card number, Name, Expiry Date, CVV)
- Net banking- Select Bank and you will be redirect to Net Banking option to pay fee.
- UPI- Enter UPI ID to make Payment. A link will be sent to your UPI registered phone. Open the link and proceed for payment. When payment is completed, go to your browser where the payment was processing.

The screenshot shows the JusPay "Complete your payment" page. The page displays the following transaction details:

- Merchant: Sikkim Manipal University
- Order Id: ID217581219192525
- Description: ID Card Fees
- Amount: ₹ 100.00

Payment options are listed as Credit/Debit Card, Net Banking, and UPI. The Credit/Debit Card section includes fields for Card number, Name on card, and Expiry (mm/yy), along with a checkbox to "Save card details for future transactions." A red "Make Payment ₹ 100" button is located at the bottom of the form.

- Once the payment is complete, a success or failure page will be displayed.
- Also, confirmation Email and text message will be sent to you.

Fee Description	Annual Fee / 2nd and 3rd Installments
Name/Reg No.	TEST/1
Institute/Course/Branch	SMIMS/Bachelor of Medicine and Bachelor of Surgery/MBBS
Transaction Number	ANFEE2181914615685
Transaction Date	29-01-2021 10:57:32
Amount Paid	₹1.00

Your Payment of ₹1.00 was successfully Completed.
 Note: For any Query Email to Admin ashish.s@smims.smu.edu.in or Finance Department: raju.chettri@smu.edu.in
 Toll Free Number:1800 1200 488

Print

STUDENT ANNUAL FEE NOTIFICATION 2020-2021

To: Ashish Sharma [SMIMS]
 Cc: Raju Chettri [SMIMS]; Avije Roy [SMU]; Dharmendra Prasad [SMU-IT]

Fee Description	Annual Fee / 2nd and 3rd Installments
Name/Reg No.	TEST/1
Institute/Course/Branch	SMIMS/Bachelor of Medicine and Bachelor of Surgery/MBBS
Transaction Number	ANFEE2181914615685
Transaction Date	29-01-2021 10:57:32
Amount Paid	₹1.00

Your Payment of ₹1.00 was successfully Completed.
 This is a System generated Automated Email.
 Note: For any Query Email to Admin ashish.s@smims.smu.edu.in or Finance Department: raju.chettri@smu.edu.in
 Toll Free Number:1800 1200 488



Dear 1, your transaction for Installment Fees of amount Rs 50 dt. 13-05-2021 11:13:02 was successful. Your Transaction ID is IN2155547285491302. -SMIMS