Guidelines for saving your Fee Bill to Your Hard Drive

1. Open the URL <u>http://portals.au.edu.pk/feesystem/</u> in goggle Chrome. Enter your registration ID and click View Fee Bill. You will be redirected to another Page.

Online Fee Challan	
Enter Your registration ID below.	
View Fee Bill	
nstructions for Fee Payment:	
1. All students are required to deposit their dues as p	er the announced deadline in each semester. After the deadline a fine amount of Rs. 200 per day will be charged
up to 30 calendar days.	
2. In case of non-payment within 30 days after the d	leadline, the student's name shall be struck off from the University rolls.
3. Reinstatement is subject to approval from compete	ent authorities and on payment of Re-Admission fee of Rs. 20,000 (Twenty Thousand rupees only) other than
regular dues and fine amount.	
4. In case of any financial issue in fee bill please contained	act:
	Muhammad Usaman Abbasi
	Registration Office (LTC Building)
	Email: usman.abbasi@mail.au.edu.pk
	Phone: +92 51 9262557 Ext: 302
5. In case of technical query about fee bill access/ do	vnload please contact Web Team:
	Email: webmaster@mail.au.edu.pk
	Phone: +92 51 9262557 Ext: 248
6. In case of queries regarding any scholarship & inst	tallment bills, please contact:
	Zubair Khattak (LTC Building)
, , , , , , , , , , ,	Zubair Khattak (LTC Building) Email: Zubair.Khattak@mail.au.edu.pk

2. You will get your fee bill for current semester as shown in the figure below. Click on the Link **Print** located on the left upper corner.

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3. When you click on the Print link, following screen will appear. On the Destination tab click **Change** button and select **Save As Pdf.**

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Copies	© e.g. 1-5, 8, 11-13	Roll No. 110780 BI	EMTS-F-11-C-182 d Hamza Khalid I Mahmood	Roll No. 110780 BEN Name: Muhammadi S/O Khalid N	TS-F-11-C-182 Hamza Khalid ahmood Amount in	Roll No. 110780 BEN Name: Muhammad S/O Khalid M	ITS-F-11-C-182 Hamza Khalid Iahmood Amount in	Roll No. 110780 BEA Name: Muhammad S/O Khalid A	ITS-F-11-C-182 Hamza Khalid Aahmood
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Google Cloud Print Manage		
Save to Google Drive		
A500		

3. After selecting the option you will get following screen. Click on **save** button, choose the location where you want to save your **Fee Bill** and save your fee bill.

Print Total: 1 page Save Cancel Save as PDF Destination Change... Pages 🖲 All ig. 1-5, 8, 11-13 • Letter Paper size Portrait Layout Landscape • Default Margins Headers and footers Options Background colors and images

Note : Please print this form in Landscape Layout.

Print

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Description	Amount in Pak Rs.	Description	Amount in Pak Rs.	Description	Amount in Pak Rs.	Description	Amount in Pak Rs.
Tuition Fee	69,700	Tuition Fee	69,700	Tuition Fee	69,700	Tuition Fee	69,700
Disciplinary Fine	300	Disciplinary Fine	300	Disciplinary Fine	300	Disciplinary Fine	300
Sports Fund	300	Sports Fund	300	Sports Fund	300	Sports Fund	300
Students Activity Fund	550	Students Activity Fund	550	Students Activity Fund	550	Students Activity Fund	550
Total Amount Due	(70,850)	Total Amount Due	(70,850)	Total Amount Due	(70,850)	Total Amount Due	(70,850)
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Print using system dialog... (Ctrl+Shift+P)

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Note: Always print your fee bill in Landscape Layout.