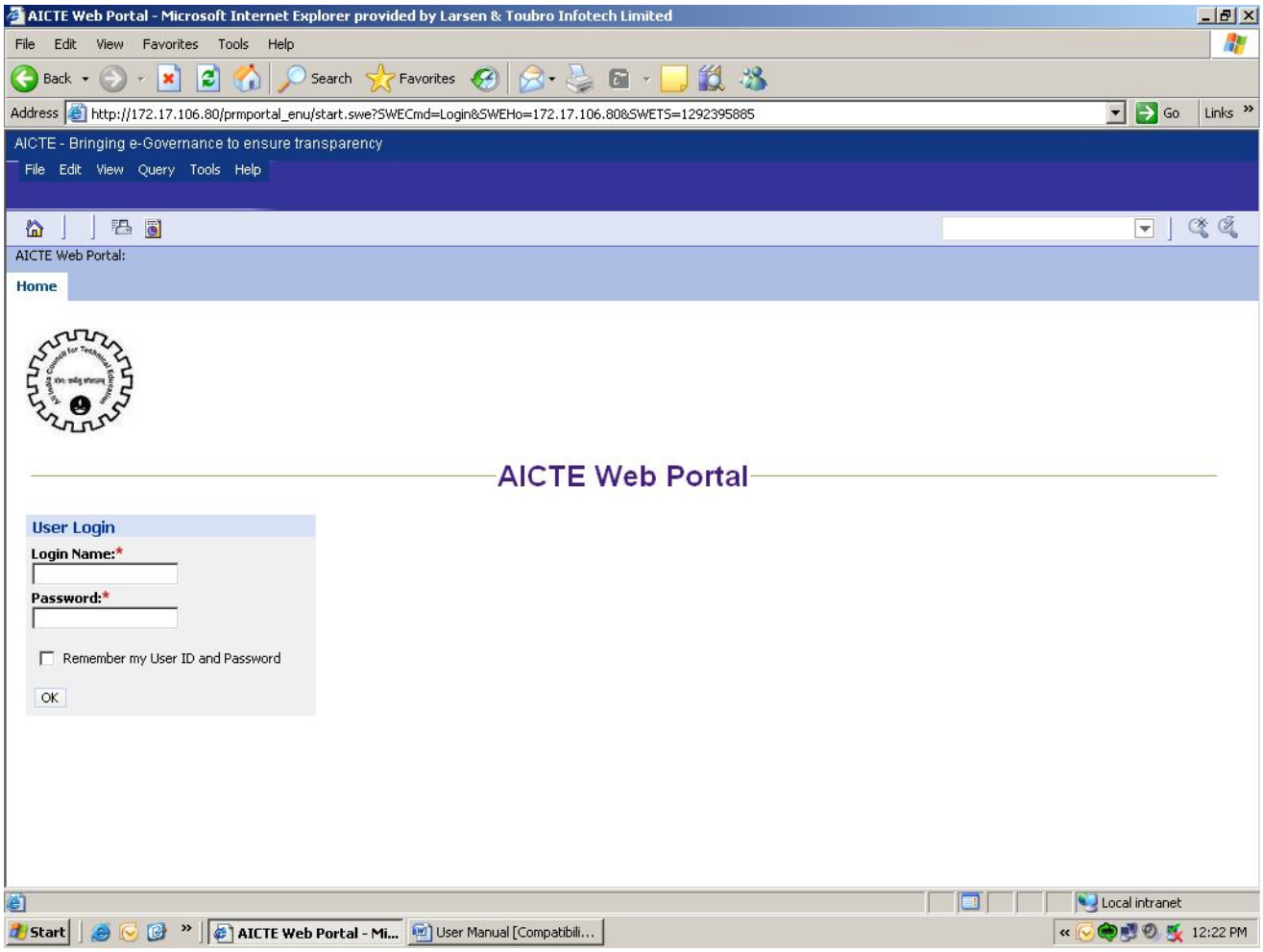
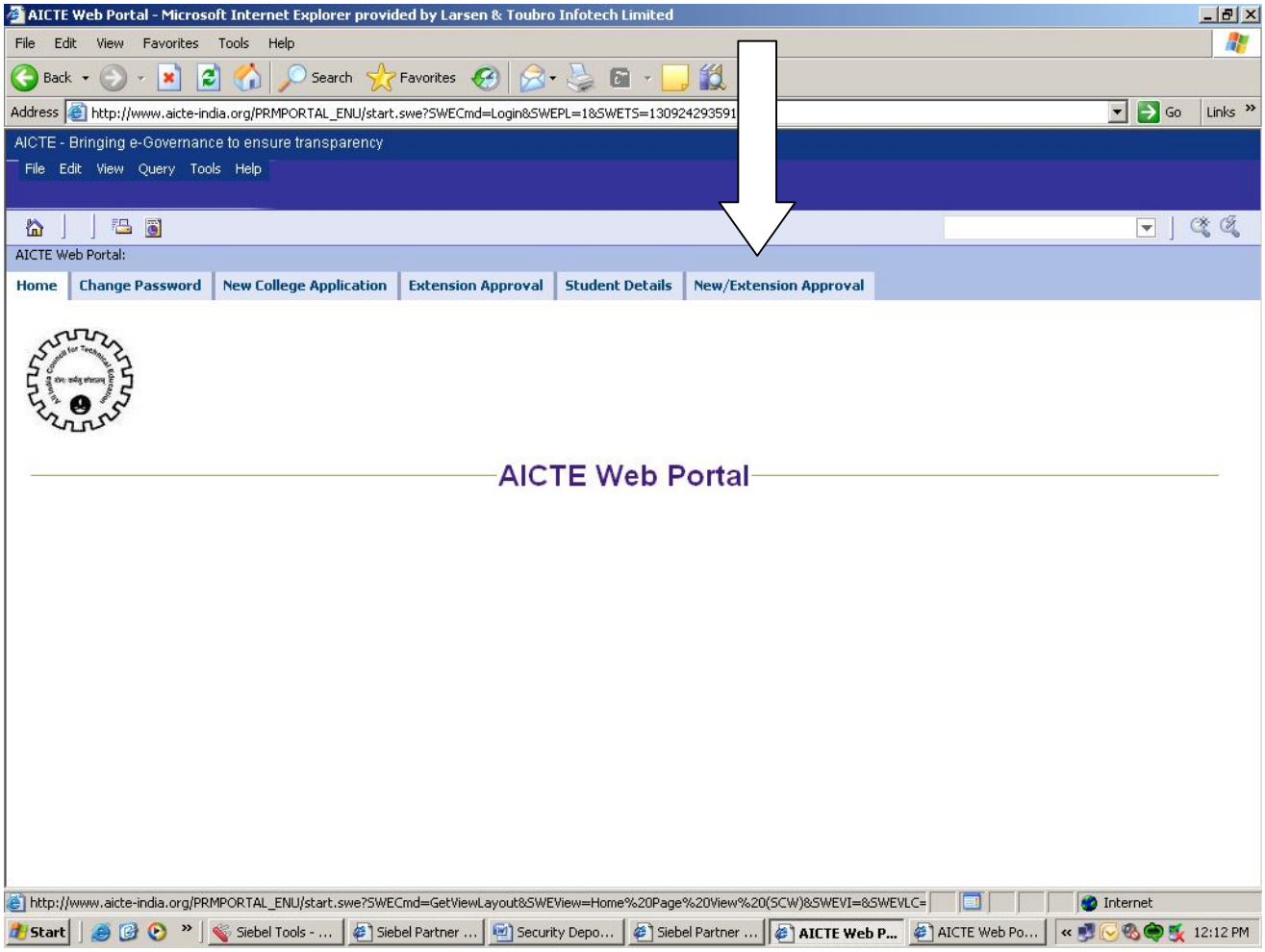
User Manual for Security Deposit Payment

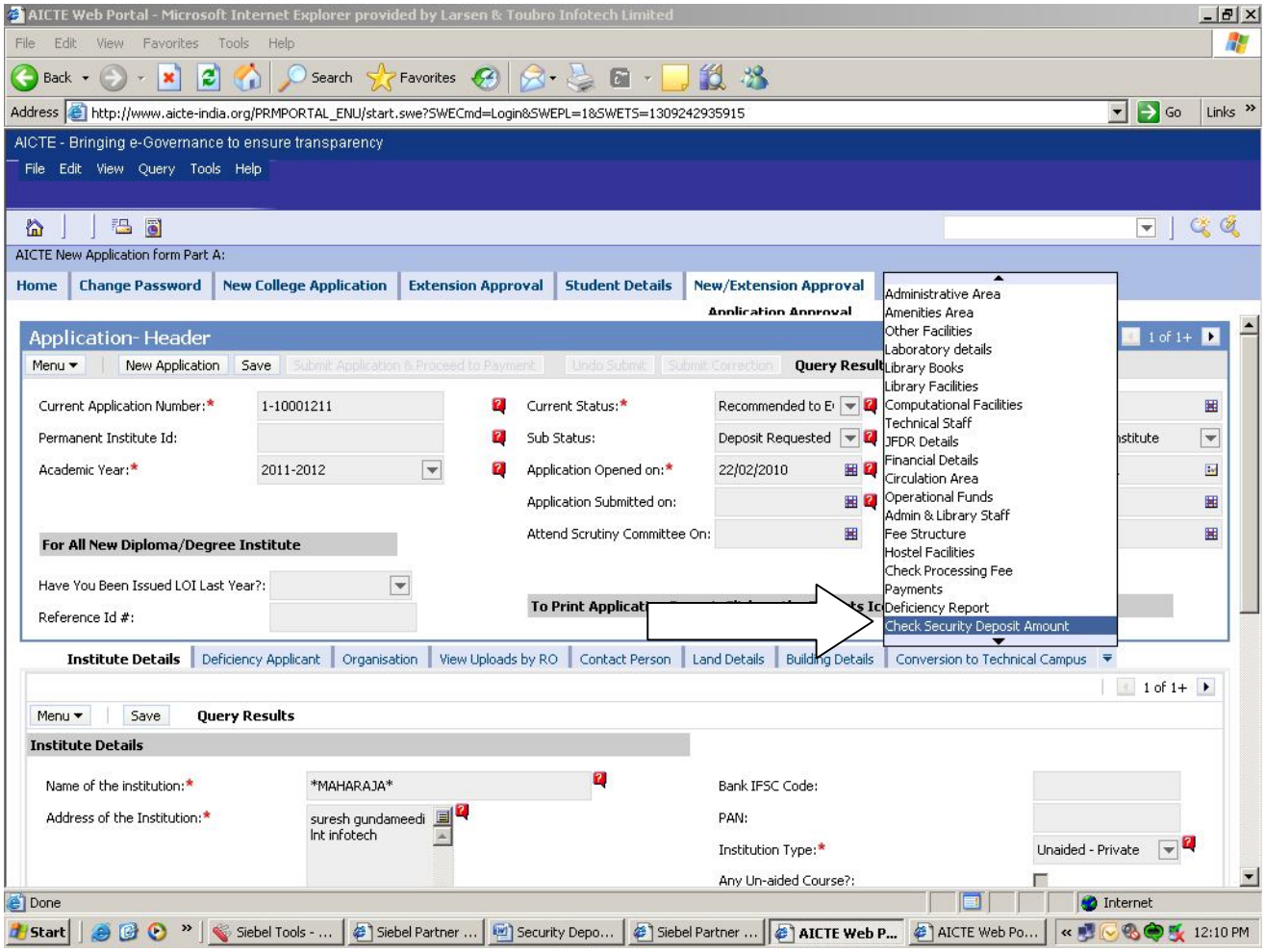
Login into AICTE web portal.



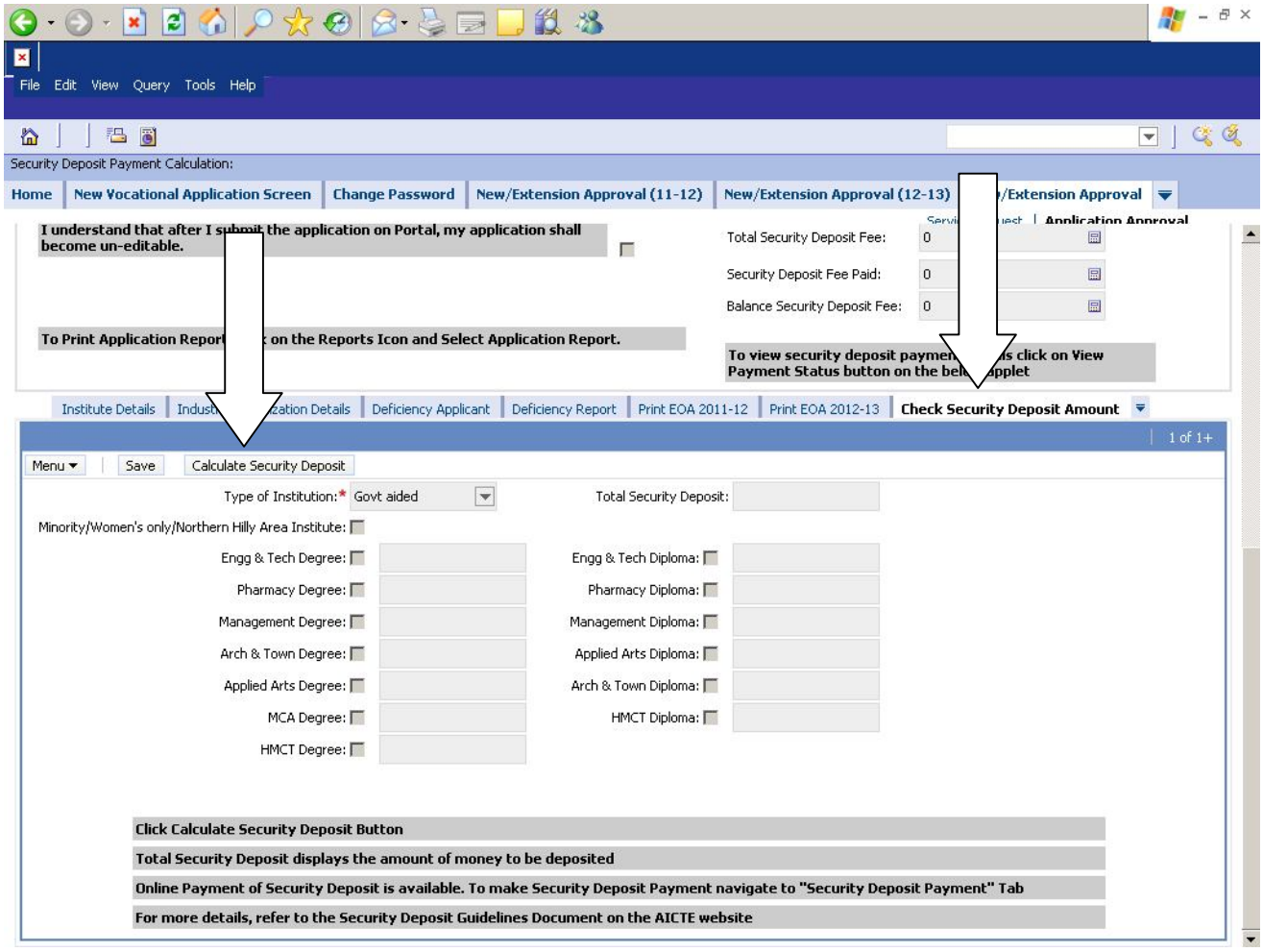
Click on **New/Extension Approval**



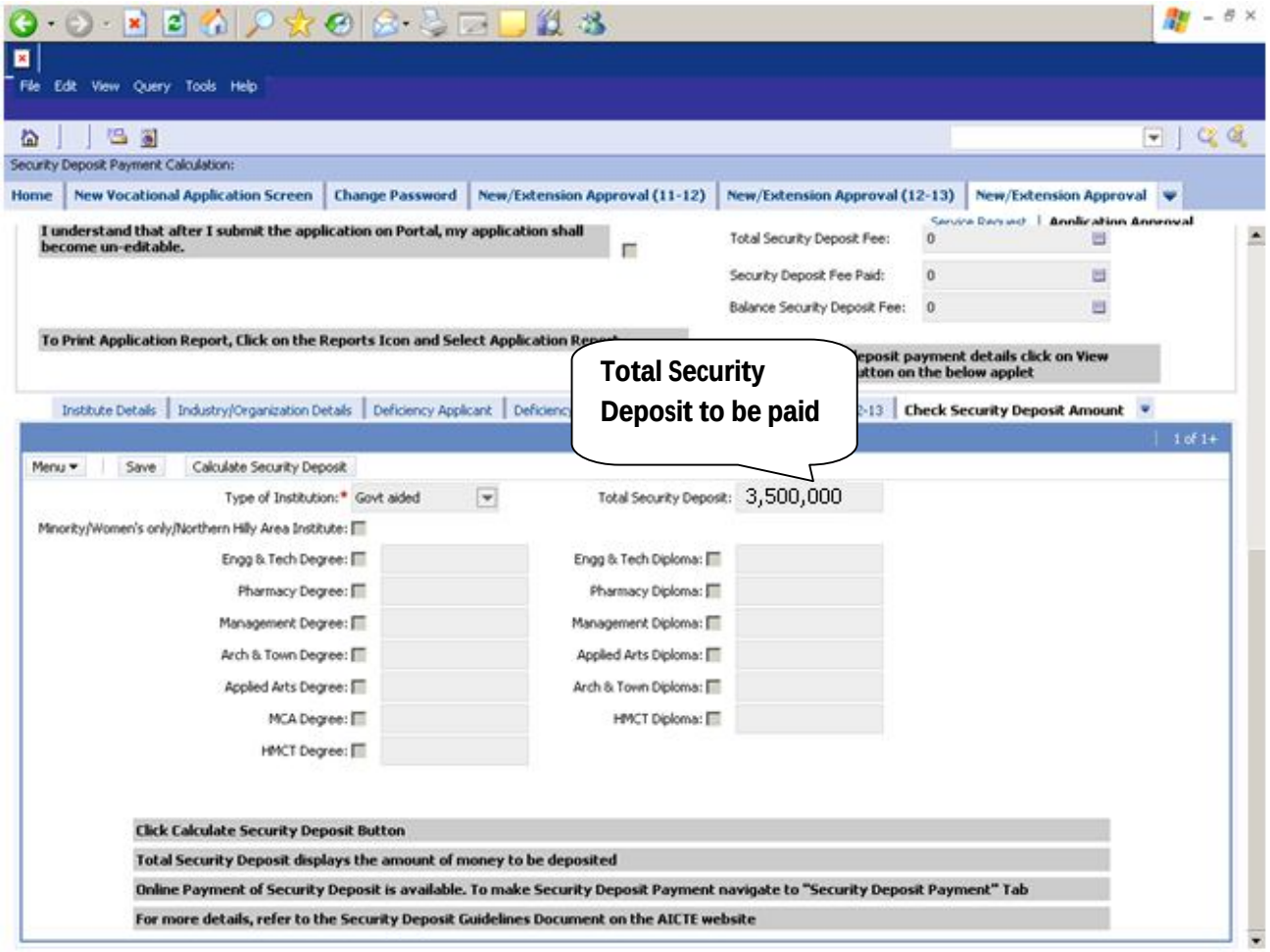
Click on **'Check Security Deposit Amount'** Tab.



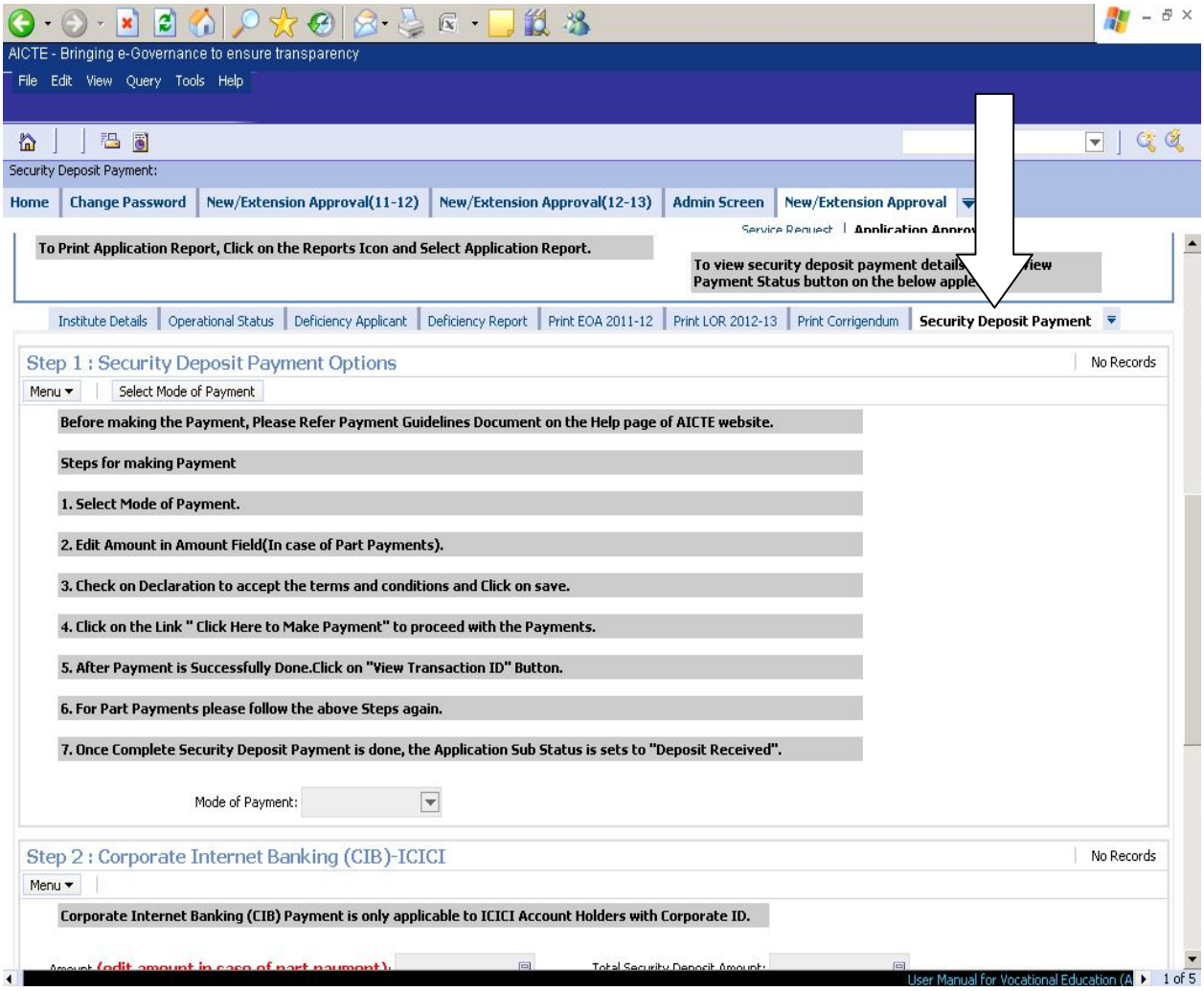
Click on '**Calculate Security Deposit**' button for Deposit amount.



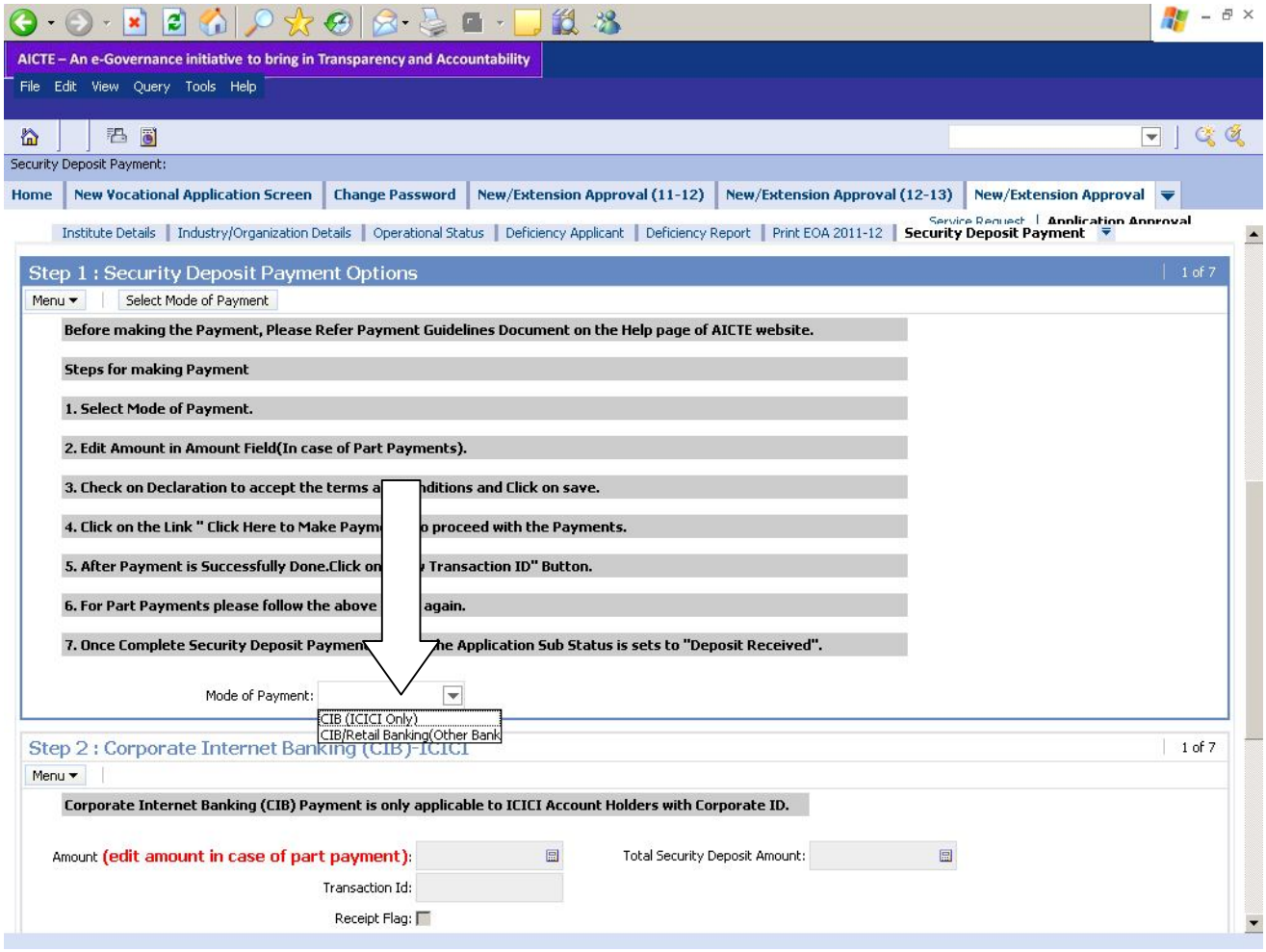
After click on the Calculate Security Deposit button Total Security Deposit amount should be calculated.



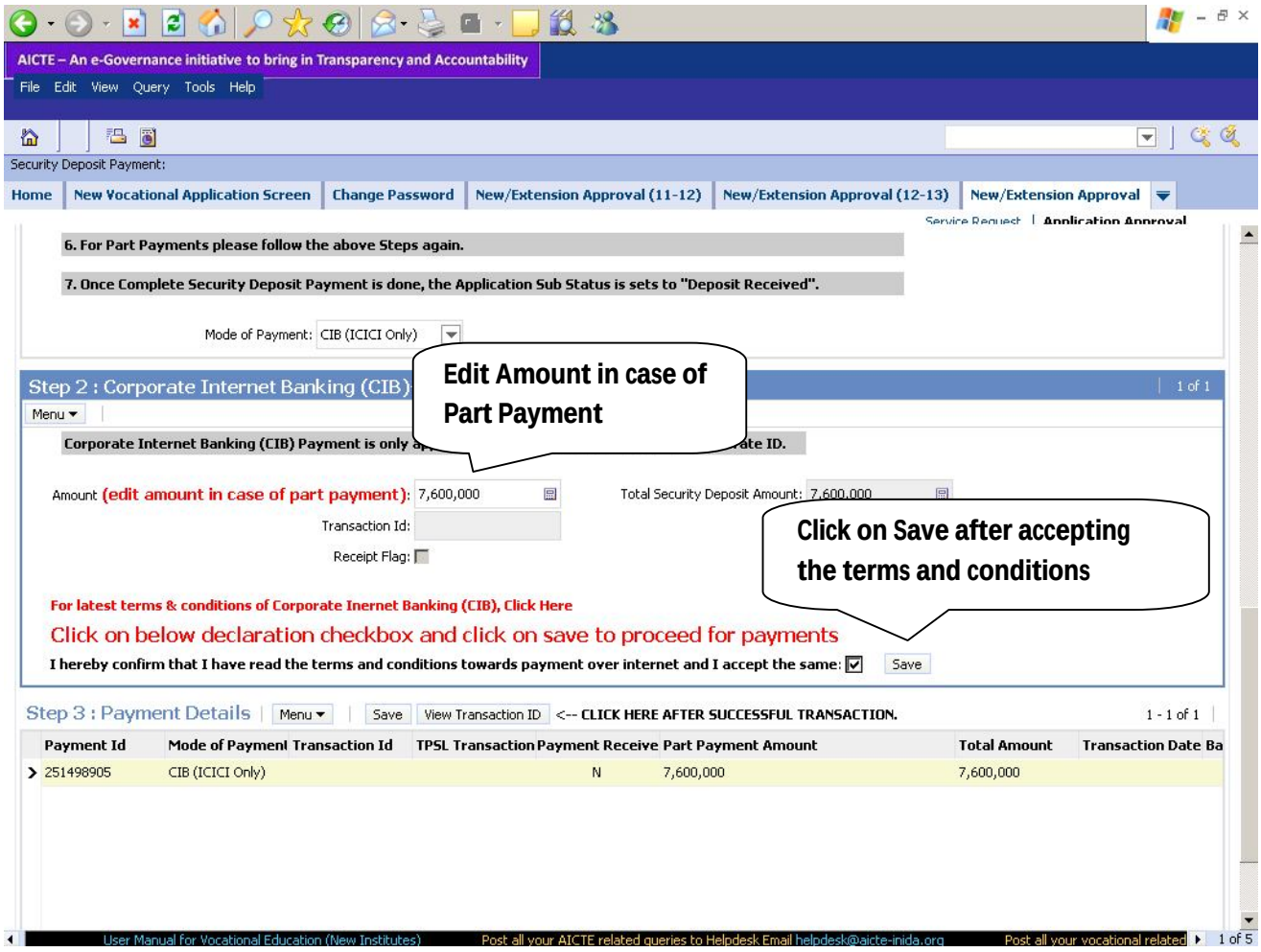
Click on **'Security Deposit Payment'** Tab for Online Security Deposit Payment.



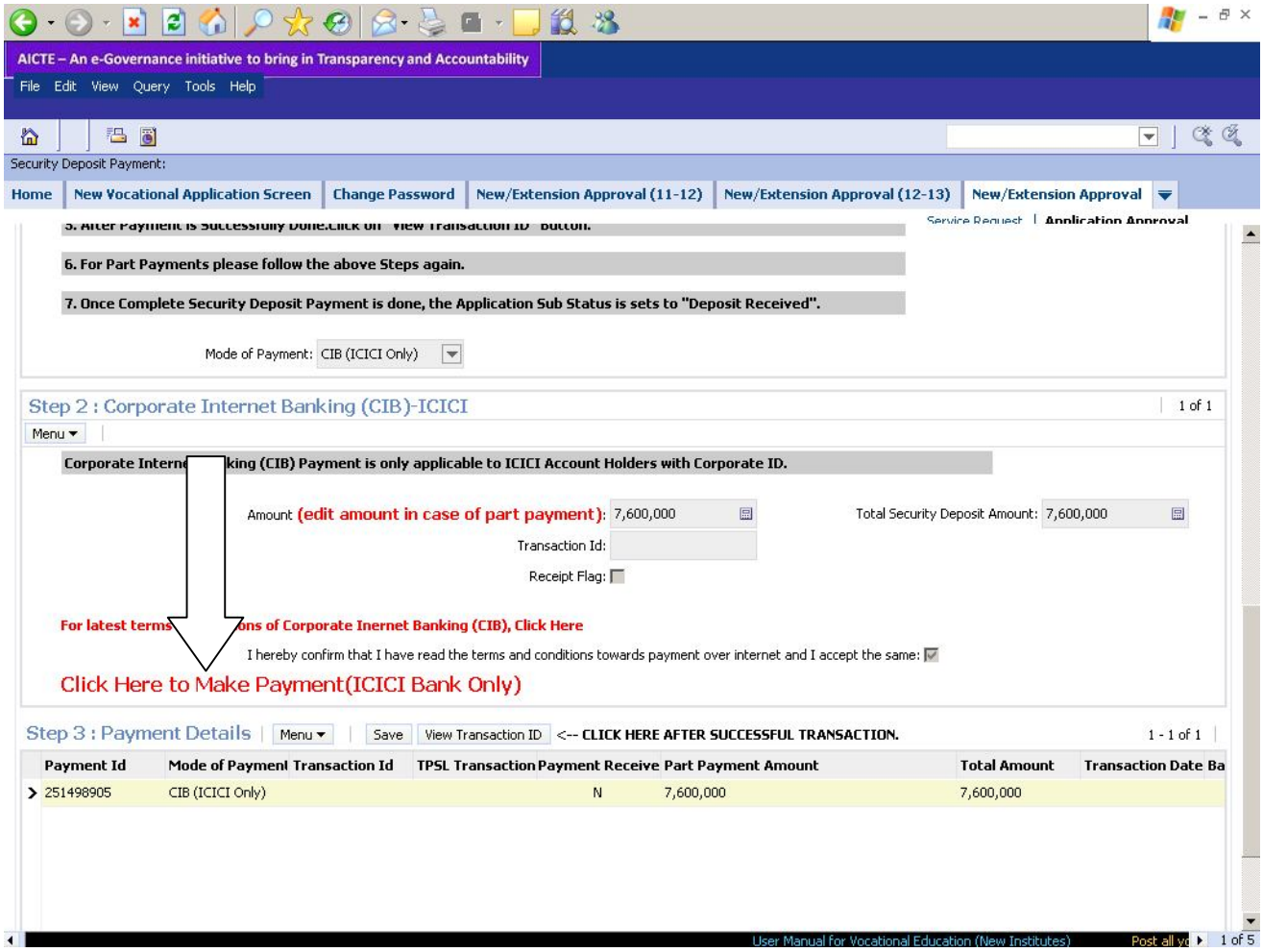
Select the Mode of Payment from the available set of values



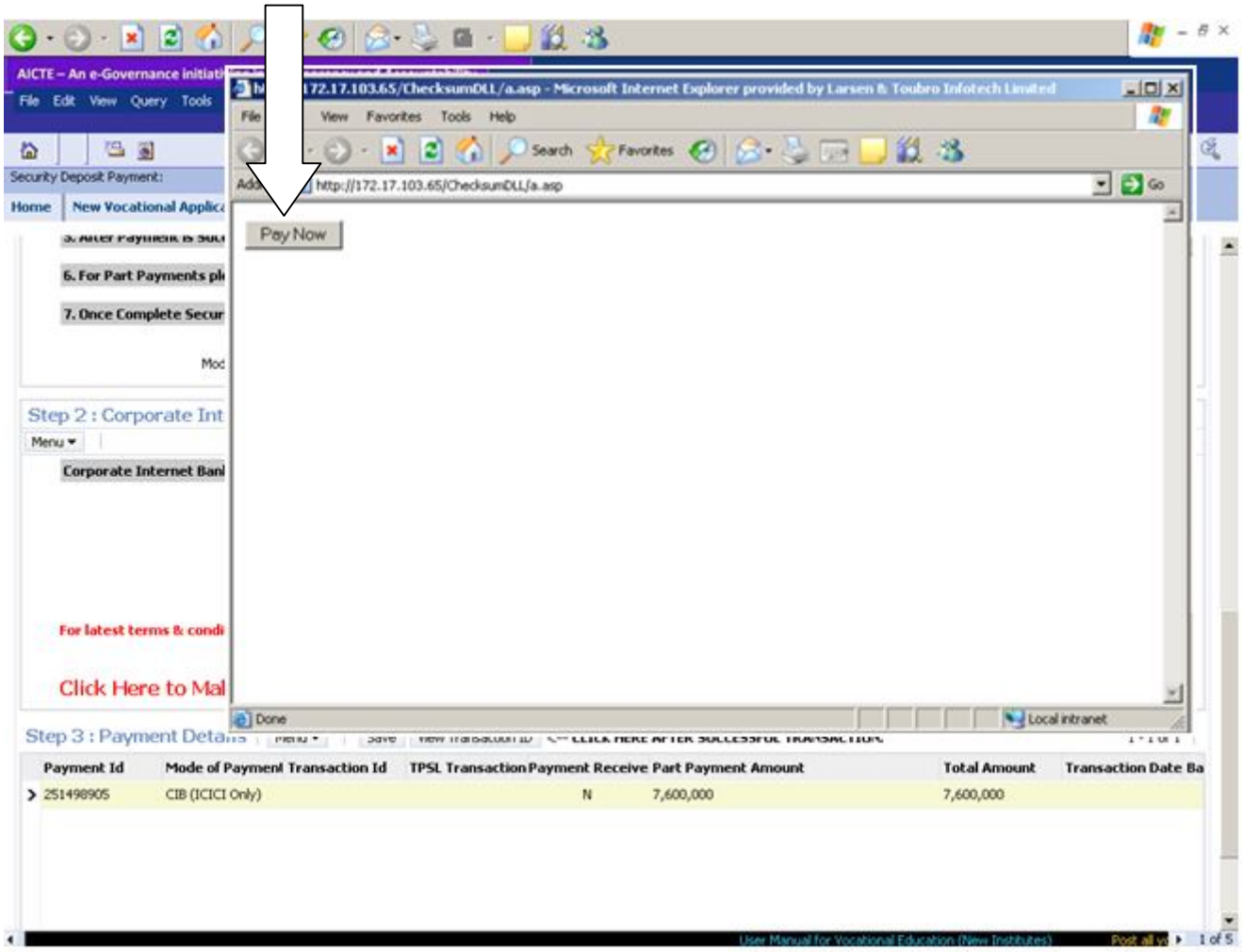
For Corporate Internet Banking(CIB) Edit amount in case of part payments , click on 'Save' button after accepting the Terms and Conditions.



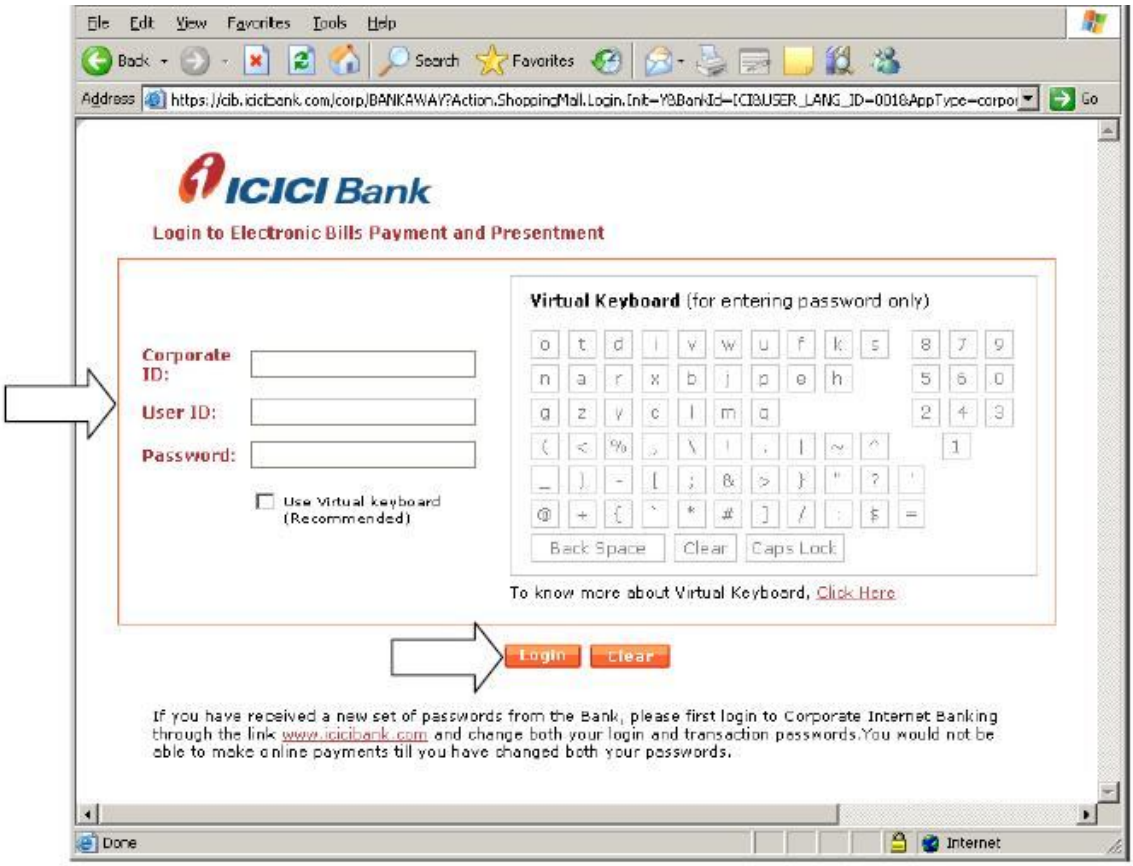
Click on the link 'Click Here to Make Payment (ICICI Bank Only)'



Click on 'Pay Now' Button to Make Payment (ICICI Bank Only)

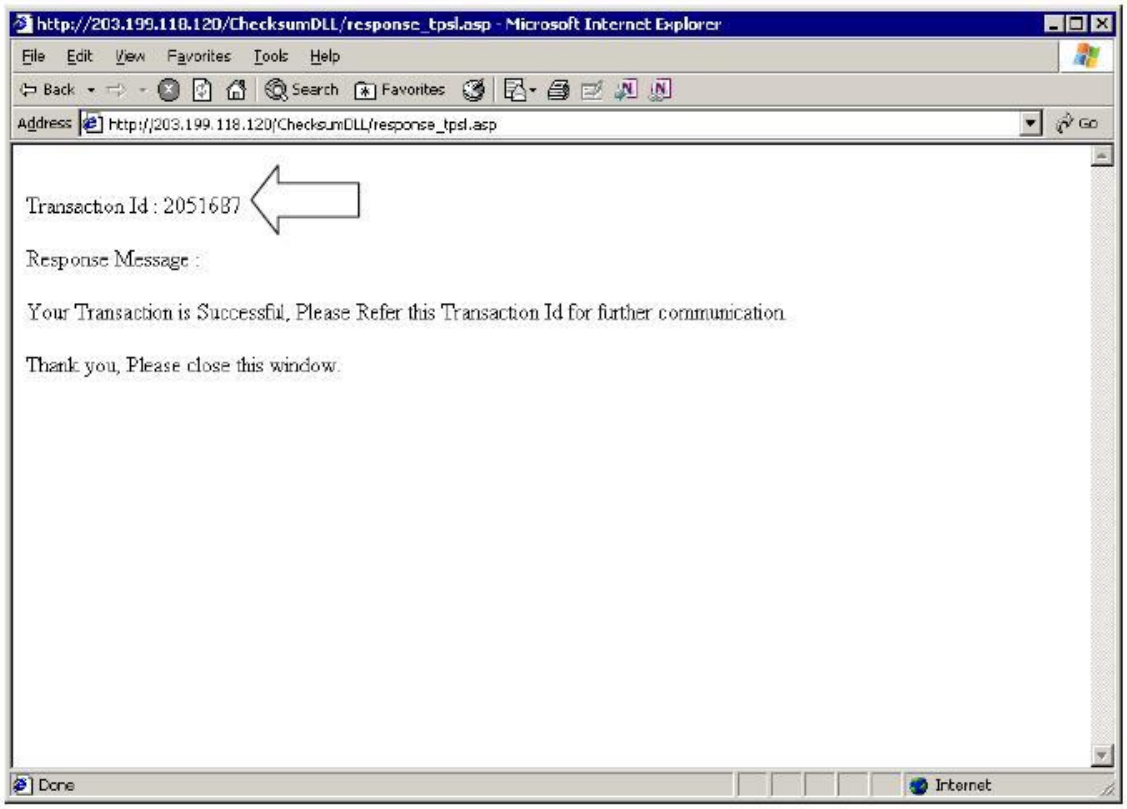


You will be redirected to ICICI bank CIB payment Page. Enter Corporate ID/User ID /Password and click on login Button.

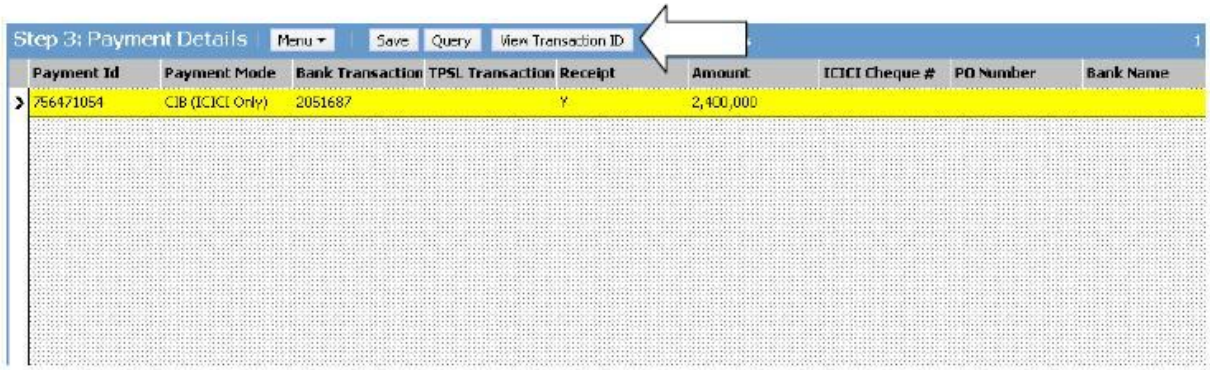


After you have successfully made the payment from your bank account, the below pop up message will be displayed. Click on OK.

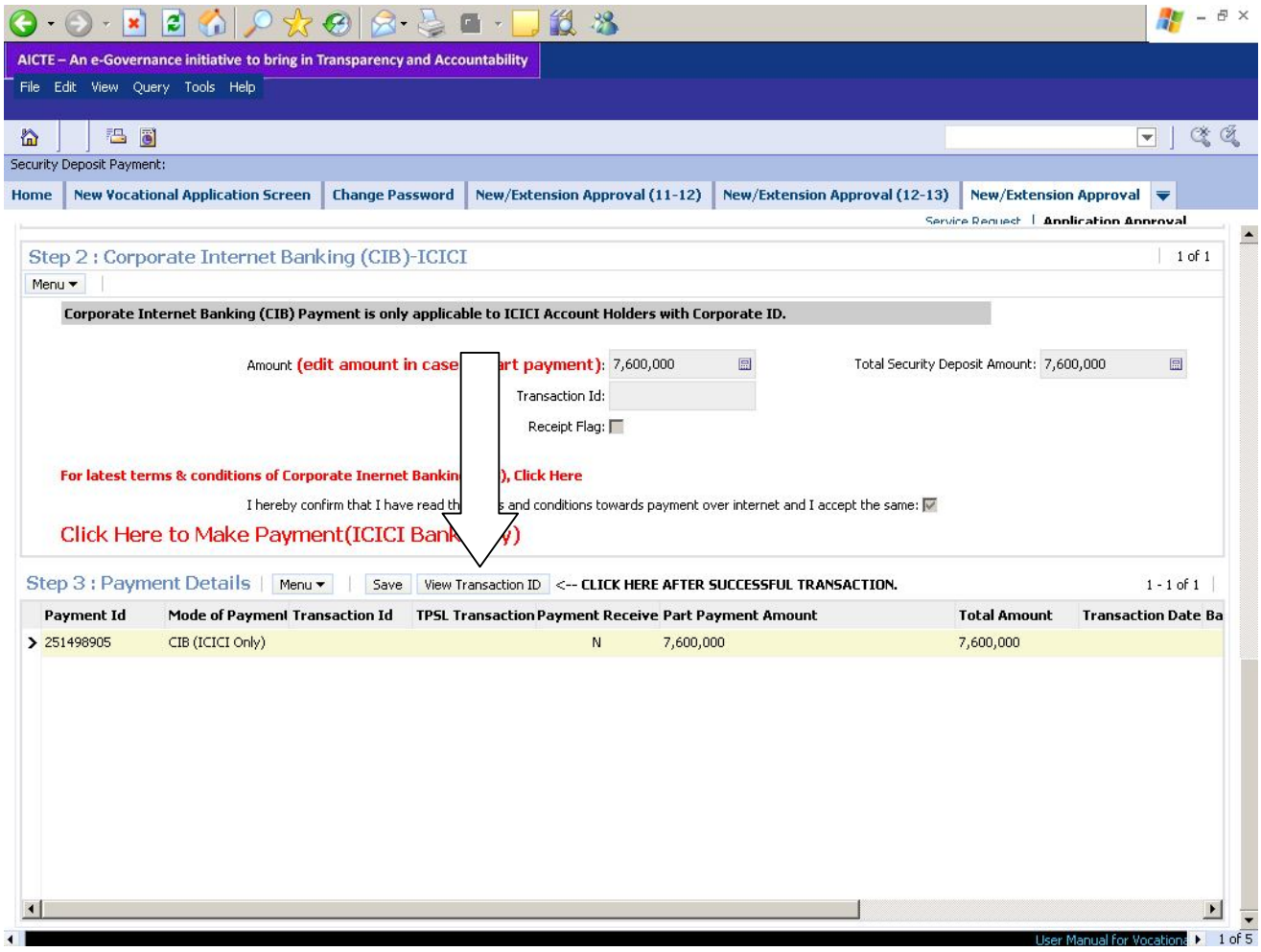
Now you will be redirected to the response page, note down the **Transaction Id**, you can now close the window.



Now click on the **View Transaction ID** button to view the transaction id.

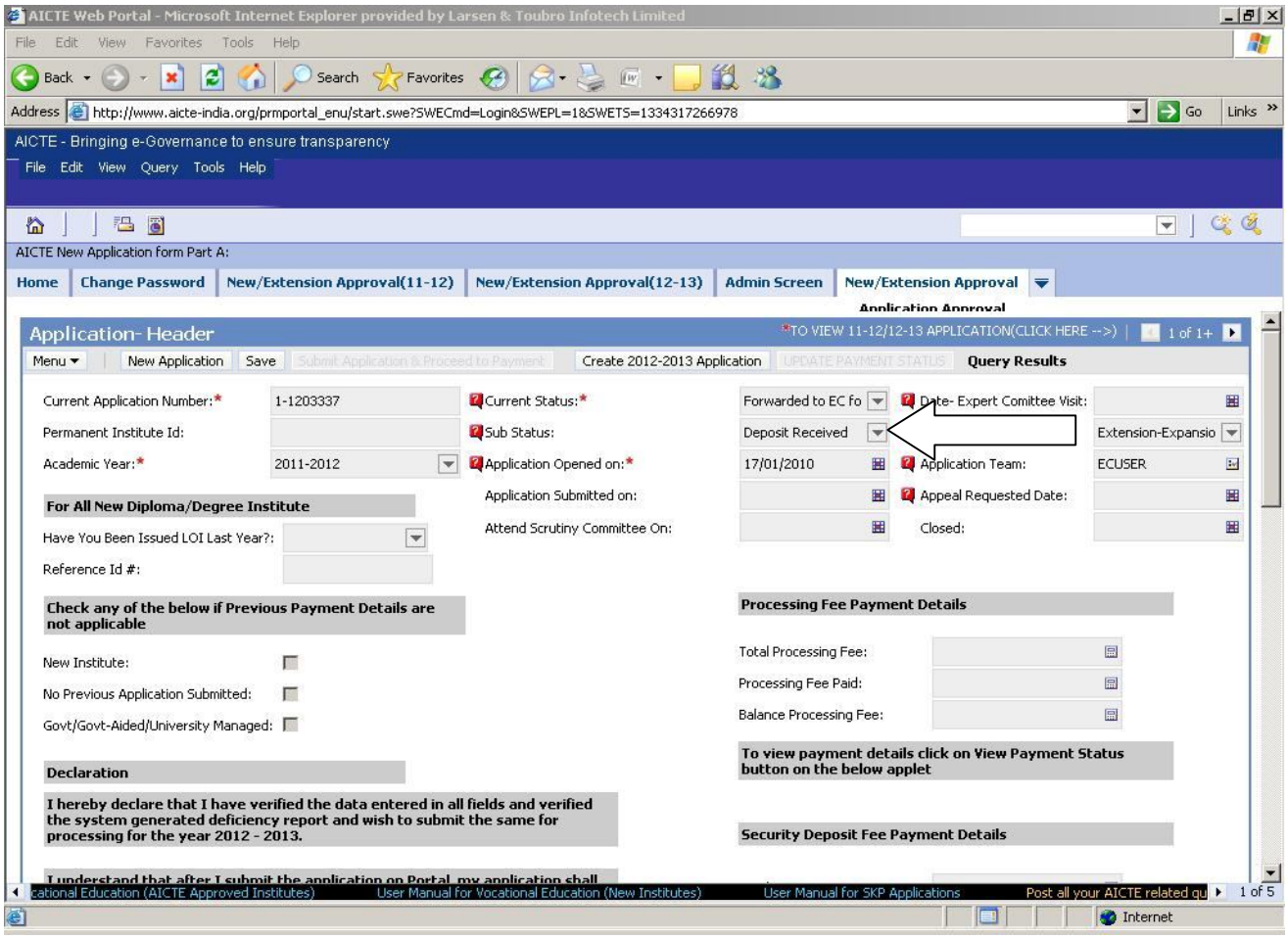


Now in the Application you can observe that Transaction ID and Receipt Flag, Transaction Date are populated. The Payment has been successfully done.



Note : If you are doing Part payment then repeat the above steps for each payment.

Once your payment for the entire amount is done then you can observe that the sub status of the application is Changed to **"Deposit Received".**



Note :-

For Institutes which have Corporate Internet Banking access from respective banks having **Maker/Checker/Authorizer Levels,** care should be taken that all individuals **approve** the payment for AICTE. The above is applicable to all Corporate Internet Banking payments made **via ICICI Bank** or **via any other Bank** mentioned in List of Banks available for payment.

For queries related to issues faced in Payments, you can send mail to payment.query@aicte-india.org containing the following details:

1. **Date & Time of Payment**
2. **Name of the Bank**
3. **Name of Account Holder**
4. **Account Number**
5. **Mode of Payment (CIB or Retail Banking)**
6. **Payment Conformation Number**
7. **Amount**
8. **Bank Transaction Id**
9. **TPSL Transaction Id (applicable for payments via CIB/Retail Banking(Other Banks))**
10. **Application Number**
11. **Payment Id**