

CHAPTER XII

LEVY AND COLLECTION OF FEES IN SCHOOLS

1. Rate of tuition and special fees in Government and aided schools

¹[(1) Subject to such exemptions and concessions as Government may make by notification in the Official Gazette from time to time, tuition fees and special fees shall be collected from pupils at the rates given in the following schedule:-

SCHEDULE

Standards	Special fees per year								
	Tuition fees per year	Games fee	Library fee	Laboratory and Technical subjects	Stationery fee	Hobbies and craft fee	Excursion, Scouting (Girl guides) Junior Red Cross, St. John Ambulance, Youth Festival, Physical Education Activities	Audio Visual Education	Festival Activities
	Rupees								
I to IV	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil
V to VII	Nil	³ [2.00	2.00	1.50	1.30	0.50	2.30	0.40	2.00*
VIII to X	Nil	⁴ [3.00	6.50	6.00	4.00	0.50	3.00	2.00	2.00*

Provided that in the case of pupils studying in Standard VIII or IX for the third and further chances tuition fees at the rate of Rs. 48.00 per annum per pupil in addition to the Special fees prescribed shall be collected.

Provided further that the pupil belonging to Scheduled Castes/Scheduled Tribes shall be exempted from payment of Festival Activities Fees.

Note:- (1) No special fees shall be collected in school where no facilities exist for the utilization of fee for the purpose for which it is collected.

²[(2) x x x x x x]

(2) ⁵[No fee other than those prescribed in sub-rule (1) and the admission fees specified in rule 2 shall be collected except with the sanction of the Government].

(3) The rates of fees prescribed in the Schedule to sub-rule (1) shall not be altered in respect of any pupil or any school except as provided in the fee concession rules.

2. Admission fees - (1) Admission fee at the rate of ₹[5] shall be realised from a pupil,-

(a) When he is promoted from Standard VII to Standard VIII in the same School.

Note:-If the pupil does not attend Standard VIII in the school on any day, but is transferred to any other school before the due date for the first instalment of fees, the admission fee is due to the latter school, and

(b) When he is admitted to any of the Standards VIII, IX, X or XI with transfer certificate or as a private study pupil in Standard VII.

Note:- When a pupil is admitted to a School with transfer certificate from another school, he shall be deemed to have been newly admitted even though he had been on the rolls of that school at some previous time.

(2) If a pupil's guardian has to leave the locality on account of his transfer to another station and the pupil is transferred from one school to another as a consequence, no admission fee shall be realised from the pupil on his admission to the latter school.

3. Collection of tuition fees - (1) The tuition fees for the whole year shall be collected in eight equal monthly instalments in June, August, September, October, November, December, January & February. Subject to Rule 7, the first instalment shall be collected on 10th of June and the subsequent instalments on the tenth of the month in which fees have to be paid. If the above dates happen to be holidays the fees shall become payable on the next working day.

(2) The instalment due for any month shall be deemed to be current fees for that month and if it is not paid till the last day of the month, it shall be deemed to be arrear fees thereafter. Unless otherwise specified, an instalment, arrear or current, shall be taken to include fines, if any, at the rates prescribed in these Rules.

4. Fines - (1) If an instalment is paid on the due date no fine shall be collected along with it. If the instalment is paid within one week from the due date the fine shall be 12 paise and if paid thereafter, the fine shall be

25 paise. ⁷[The corresponding fine in respect of special fees not paid within one week from due date is 5 paise in Standards V to VII and 10 paise in Standards VIII to X. The rate of fine if paid after one week from due date shall be 10 paise in Standards V to VII and 15 paise from Standards VIII to X]. But the total fine collected from a pupil at one time shall not exceed Re.1 whatever be the number of instalments collected as arrears at that time.

(2) If a pupil who has not attended any school on any day from the commencement of a school year is newly admitted to a school at a time when one or more instalments have already become due, all such instalments shall be collected from him without fine at the time of admission.

Note:- This concession does not apply to cases of re-admission.

5. **Defaulters not be allowed to attend school-** If a pupil does not pay the instalment due for a month on or before the last day of the month he shall not be allowed to attend school and shall not be granted any leave of absence as long as he continues to be a defaulter but he may be allowed to resume attendance on payment of the instalment within fifteen working days.
6. **Exemption from payment of fees -** (1) A pupil who attends school on any day during a school year shall be liable to pay the fee for the whole year, but if any such pupil is removed from the rolls and if he does not attend school any day during the rest of school year the Educational Officer, may, for satisfactory reasons and subject to sub-rule (2) exempt the pupil from the payment of the instalments due after his removal from the rolls.

(2) No exemption under sub-rule (1) shall be granted to any pupil from the payment of the instalment for any month if he has been on rolls on any day during that month.

(3) A pupil who has not attended school on any day during a school year shall not be deemed liable to pay any fees for that year except when he applies for readmission or for a transfer certificate during that year.
7. **Fees to be collected only on the due dates -** (1) No instalment of fees shall be collected before the due dates, except in the cases of new admissions as provided in these Rules.

(2) When a pupil applies for admission to a school before the reopening day, the first instalment of fees shall be collected at the time of admission.

(3) When a pupil is newly admitted to a school on any day in any month after the re-opening of schools, the instalment for the month shall be collected at the time of admission unless it has been paid at the previous school.

8. Fees to be realised at the time of issue of transfer certificate - When a transfer certificate is issued to a pupil, the following fees shall be realised from him-

- (i) All the arrear instalments of previous years which he is liable to pay and from which no exemption has been granted under these Rules;
- (ii) All the arrear instalments of the current year; and
- (iii) The current instalment, if the certificate is issued on or after the due date.

Note:- (1) The current instalment is not due from the pupil if the certificate is issued before the due date.

(2) The same procedure should be followed when certified extracts from Admission Register are issued.

9. Fees to be realised on re-admission - When a pupil is readmitted to a school the following fees shall be realised from him:-

- (i) All the arrear instalments of previous years which he is liable to pay and from which no exemption has been granted under these Rules;
- (ii) All the arrear instalments of current year; and
- (iii) The current instalment of the month of re-admission whether the re-admission takes place before, on, or after the due date.

10. Collection of fees from pupils migrating from other States- In the case of pupil migrating from any school outside the State; credit shall be given to the fees paid by him in such school before his admission to a school in the Kerala State in the middle of a School year if his transfer is for good and sufficient reasons. On admission he shall pay the last instalment collected from the pupils prior to his admission.

11. **Collection of special fees -** ⁸[(1) The special fees shall be collected as indicated in the Schedule below:-

SCHEDULE								
	Games fee	Library fee	Laboratory fees and fee for Technical subjects	Stationery fee	Hobbies and craft fee	Excursion, Scouting (Girl guides) Junior Red Cross, St. John Ambulance, Youth Festival, Physical Education Activities	Audio Visual Education	Festival Activities
Upper Primary Schools:		Rupees						
With 1 st Instalment	¹⁰ 1.00	1.00	0.75	0.65	0.25	1.15	0.20	2.00*
With 5 th Instalment	1.00	1.00	0.75	0.65	0.25	1.15	0.20	-
Secondary Schools								
With 1 st Instalment	1.50	3.25	3.00	2.00	0.25	1.50	1.00	2.00*
With 5 th Instalment	1.50	3.25	3.00	2.00	0.25	1.50	1.00	-

⁹[x x x]

(2) If a pupil has paid the special fees in any school for a year he shall not be required to pay such fees for that year in any other schools.

(3) A pupil migrating from any school outside the state shall be required to pay the special fees for the year in full.

(4) Special fees collected in Government and aided schools shall be constituted into one fund and utilised ¹¹[in accordance with the instructions that may be issued by Government or the Director from time to time].

12. **Issue of receipts -** Receipts in Form 11 signed and dated by the Headmaster or by a member of the staff authorised by him shall be issued to every pupil for all fees collected from him. Carbon copy of every receipt should be filed in the school records.
13. **Fees to be credited to the Government -** The tuition fees including fines and admission fees realised from the Government and aided schools shall be credited to the Government.

¹²[x x x x]

- ¹³[29. **Fees in recognised schools** - The tuition fees realised from pupils in a recognised school shall not exceed the following rates:-

Standard I to VII - Rs. 1000/- per pupil per year

Standard VIII to X- Rs. 1500/- per pupil per year

The special fees which can be collected from pupils in recognised schools shall not exceed one third of the rates specified above].

30. Nothing in this Chapter shall apply to Minority Schools, the management or teachers of which do not receive any kind of aid or grant or other financial help directly or indirectly from Government.

1. Sub-rule (1) of rule 1 substituted by G.O. (P) 32/90 G.Edn. dated 21-2-90 published in Gazette dated 26-2-90.
2. Note (2) omitted by G.O (P) No. 25/91/G.Edn. dated 21-2-91 for (2) Coupons with face value of Rs. 1.00 shall be issued for collection under "Festival Activities".
- * Substituted by SRO 1265/95 published in K..G. No. 40 dt. 30-10-95 for Rs. 1.00.
3. Revised as 2.00, 2.00, 1.50, 1.30, 0.50, 2.30, 0.40 respectively by G.O (P) 120/02/GE dt. 18-05-02 but no amendment issued.
4. Revised as 3.00, 6.50, 6.00, 4.00, 0.50, 3.00, 2.00 respectively by G.O (P) 120/02/GE dt. 18-5-02 but no amendment issued.
5. Substituted by notification dated 7-4-1972 in gazette dated 25-4-1972 for "(2) pupils shall not be required to pay any fee other than those prescribed in the schedule to sub-rule (1) and the admission fees specified in Rule 2 except with the sanction of the Government".
6. Revised as Rs. 5/- G.O.(P) 9/2002/G.E. dt. 5-1-2002. No amendment issued.
7. Substituted for "The corresponding Fine" by G.O. (P) 32/77/G.Edn. dt. 21-2-77.
8. Substituted by G.O. (P) 32/90 G.Edn. dated: 21-2-90 published in Gazette dated 26-2-90.
9. Note omitted by G.O (P) No. 25/91/G.Edn. dated 21-2-91 it ran: "Coupons with face value of rupee one shall be issued for collection under :Festival Activities.
- * Substituted by SRO 1265/95 published in K.G. No. 40 dt. 30-10-95 for "Rs. 1.00".
10. Revised as Rs. 1.00, 1.00, 0.75, 0.65, 0.25, 1.15, 0.20 & 1.00,0.75, 0.65, 0.25, 1.15, 0.20 and 1.50, 3.25, 3.00, 2.00, 0.25, 1.50, 1.00 and 1.50, 3.25, 3.00, 2.00, 0.25, 1.50 and 1.00 respectively as per GO (P) 120/02/G.Edn. dated: 18-05-2002, but no amendment issued.
11. Substituted by G.O (P) 45/69/Edn. dated: 24-01-1969 published in Gazette dated 18-2-69 "in accordance with the rules 14 to 28" with effect from 1-6-69.
12. Rules 14 to 28 omitted with effect from 1-6-69 by G.O (P) 45/69/Edn. dated: 24-01-69 as per notification published in Gazette dated: 18-2-69.
13. Substituted by G.O (P) 243/99/G.Edn. Dt. 30-9-99. Prior to the amendment the fees were:-
Standards 1 to IV- Rs. 240
Standards V to VII- Rs. 360
Standards VIII to X - Rs. 640.