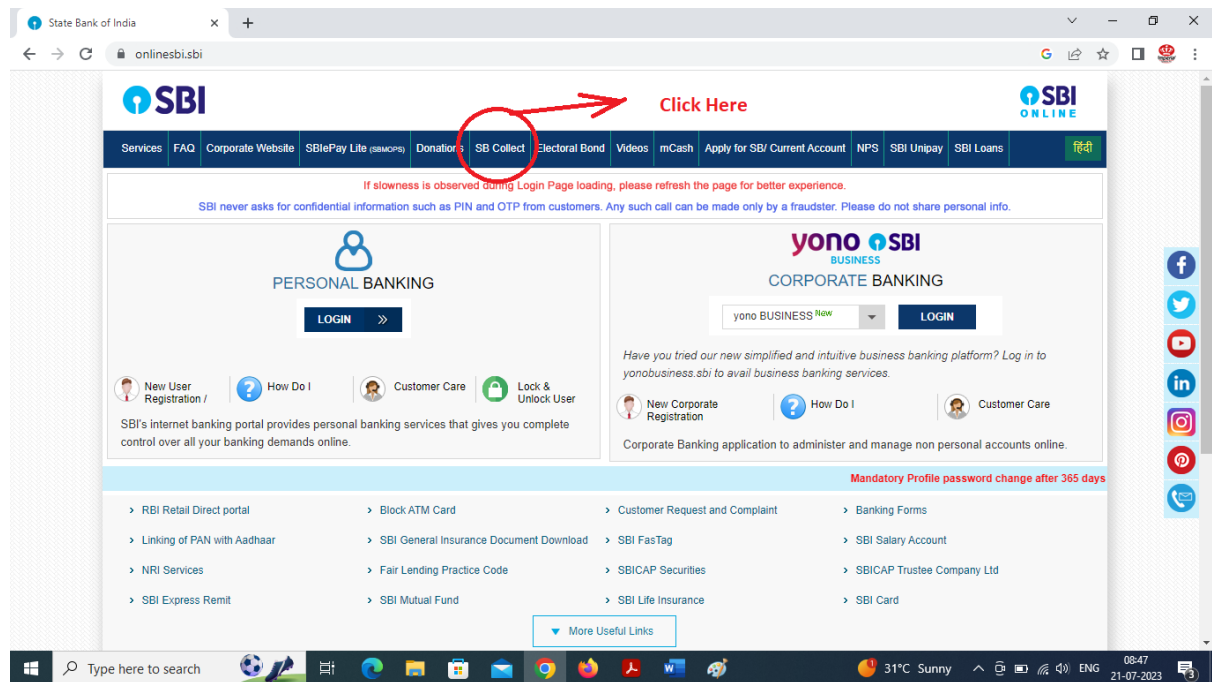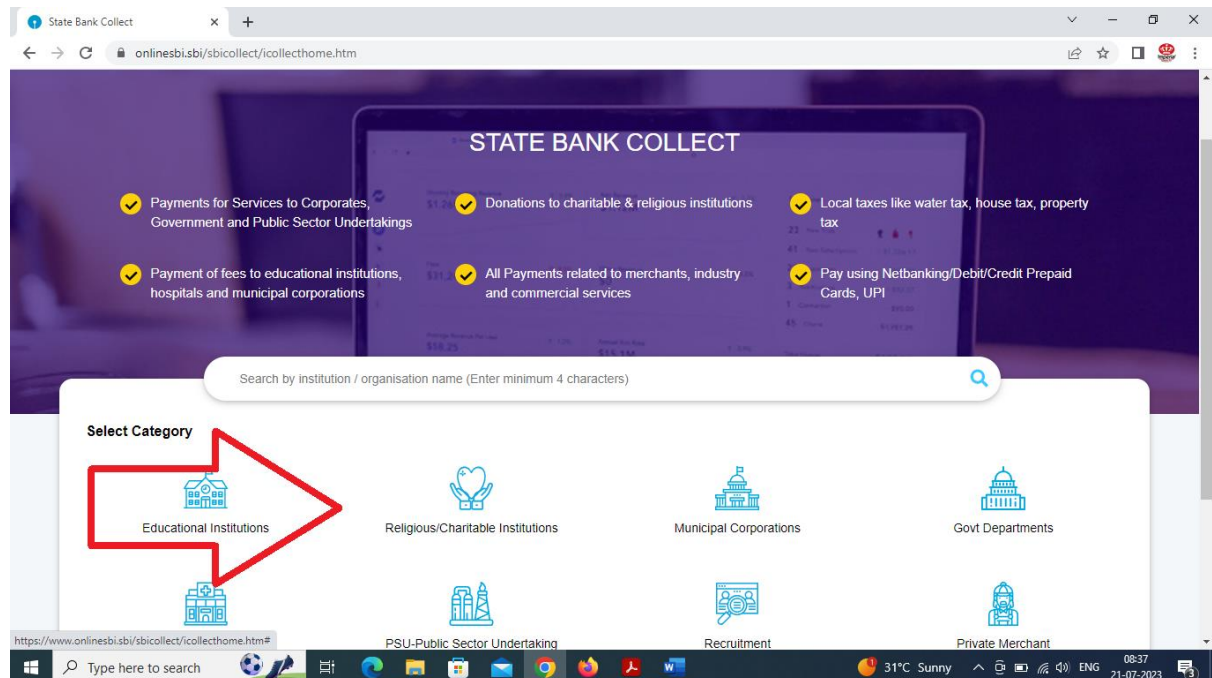## INSTRUCTIONS HOW TO PAY FEES ONLINE
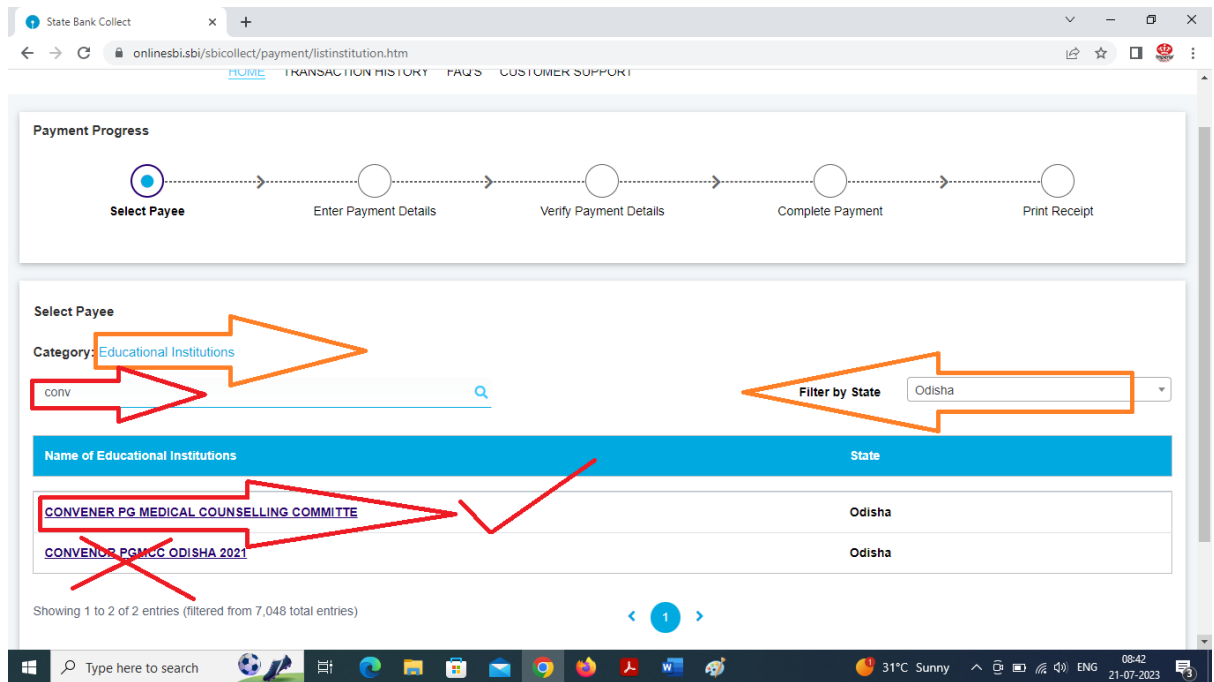
1. Search Online SBI in Google or any Search Engine
2. Check the website www.onlinesbi.sbi
3. Click on the link – **SBCollect** as shown below figure
4. Click on the link "SB Collect Link to Pay Fees Online"

5. The following page will be opened.
6. Then click **Education Institutions**

7. The following page will be opened.
8. Then check that the Category shown is **Education Institutions**
9. Then Select State**- Odisha** (Right side filtered by State)
10. Then Search by writing in search box below the Category section (left side) – Convener-PG Medical
11. **You will be shown 2 Links as – Convener PG Medical Counselling Committee** and **Convener-** ~~PGMCC Odisha 2021~~
12. Select **Convener PG Medical Counselling Committee** – **Not** ~~PGMCC Odisha-2021~~
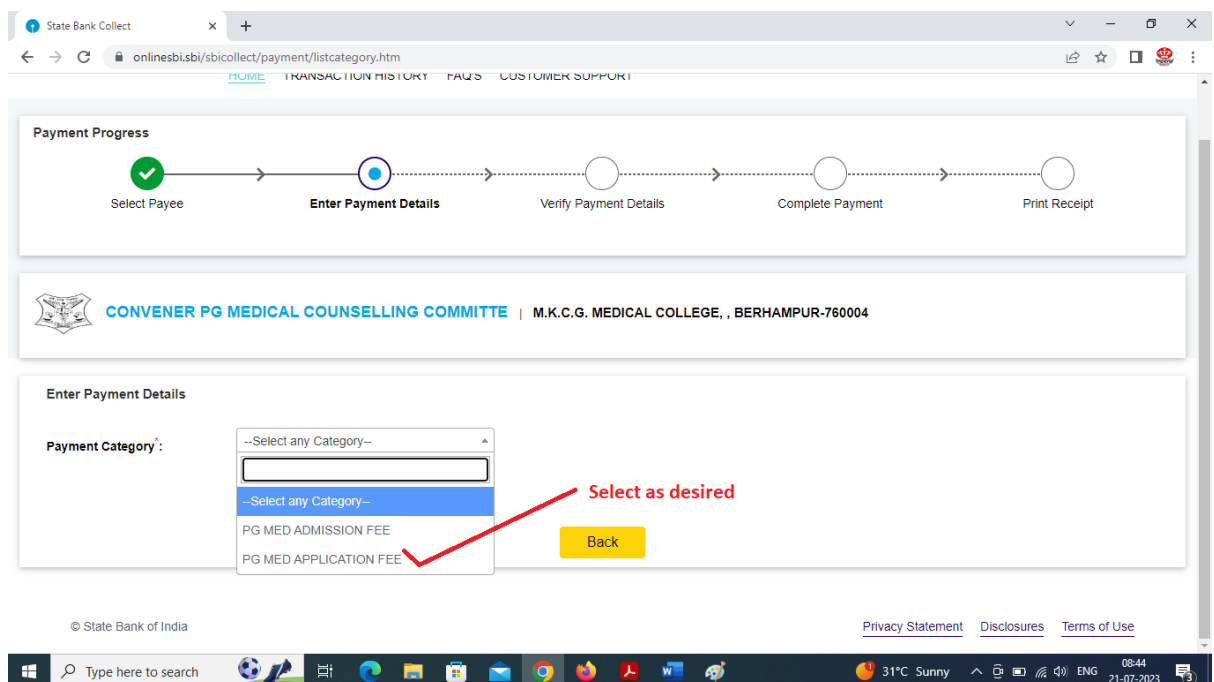
13. The following page will be displayed.
14. Please check the heading that it will be shown as MKCG Medical College, Berhampur
15. Then Select the Payment Category as required (Application Fee or Admission Fee)
    If your clicking the direct link from the Counselling website, you will be shown from below.

16. The following page will be displayed.
17. Fill up the desired information as asked like Name, NEET Roll No, Mobile Number, email ID etc
18. For Application Fees it is fixed at Rs.2500/-
19. For admission fees please select the fees applicable to you (at the time of paying admission fees)
20. Then write remarks as like- Application fee or Admission Fees or anything as u like related to the payment done
21. Then fill up the details under Enter your details.
22. Select – Individual
23. Fill your Name, Date of Birth, Mobile Number and Email ID and check the terms n conditions.
24. Enter the Captcha

25. Then click Next and here u will be redirected to the information confirmation page.

26. Then click the Next
27. The following Page will be displayed where you chose the option in which you will give the payment.
28. You can give the payment either through Net banking or through Rupay Debit cards or any other options line Debit Cards/ UPI (for a specific time period as it is mentioned against UPI)
29. Select the appropriate method of payment as per your convenience and give the payment.

30. After giving the payment download the copy of the Payment proof or Challan and keep this to submit during document verification.
31. Don't take any screen shot for submission at the time of document verification. Always prefer to submit the downloaded copy of the pdf version.
32. Keep the reference number generated like DUXXXXX which need to be entered in the application form.
33. During the transaction, if the transaction failed or you ae failed to download the transaction slip, don't worry, you click on the link Transaction History as shown below in the same SB Collect panel.

34. Put the desired information and you can know the status of your payment and can download the same, if not done earlier.