

Online Payment Manual for Tuition fee, Hostel & Mess fee and Bus fee

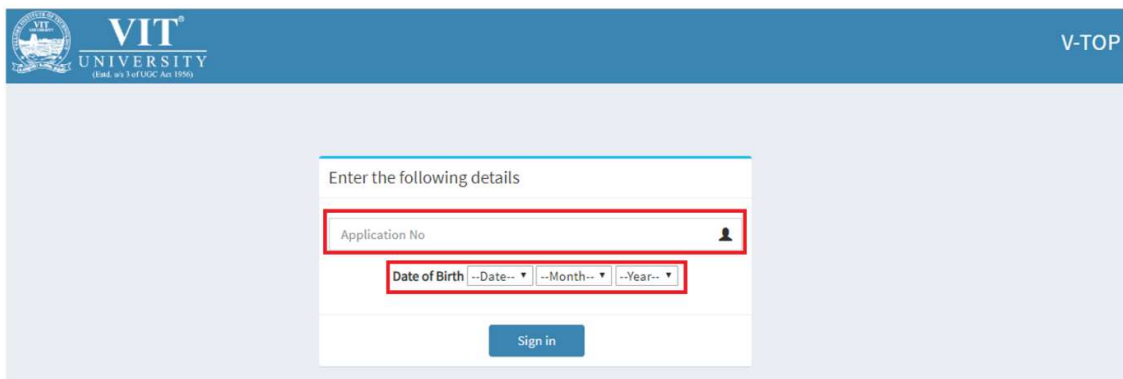
Step 1:

Press Ctrl and click on the website address given below to proceed online payment

<https://vtop.vitap.ac.in/vtop/freshers>

Step 2:

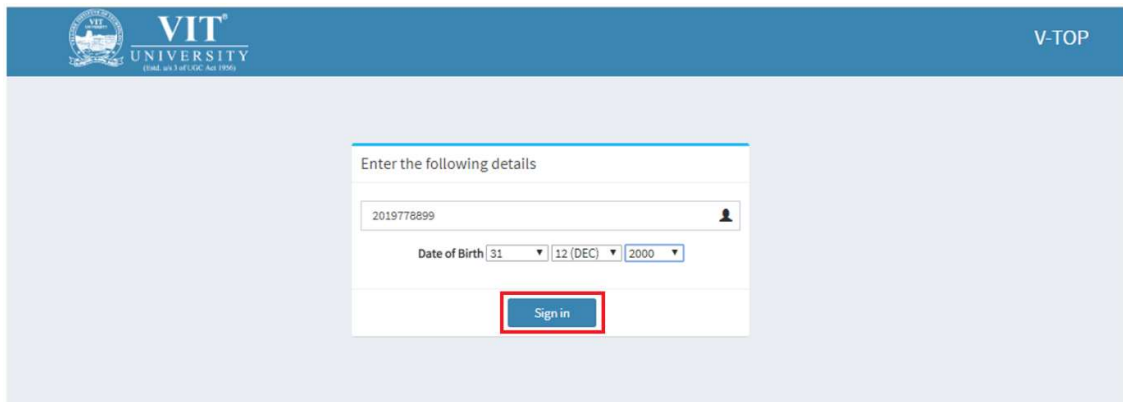
Enter your VITEEE “**Application Number**” and select the “**Date of Birth**”(as mention in the VITEEE application form)



The screenshot shows the VIT V-TOP login interface. At the top left is the VIT University logo and name, and at the top right is the text 'V-TOP'. The main content area has a light blue background. A white box with a blue border contains the text 'Enter the following details'. Below this text are two input fields: 'Application No' and 'Date of Birth'. The 'Date of Birth' field is a date picker with dropdowns for day, month, and year. A blue 'Sign in' button is located below the form.

Step 3:

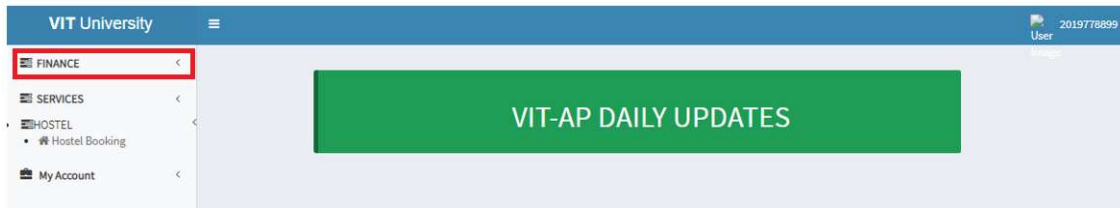
After filling your VITEEE application number and date of birth. Click on to “**Sign in**” button.



The screenshot shows the VIT V-TOP login interface with the 'Sign in' button highlighted. The 'Application No' field contains the value '2019778899' and the 'Date of Birth' field shows '31 / 12 (DEC) / 2000'.

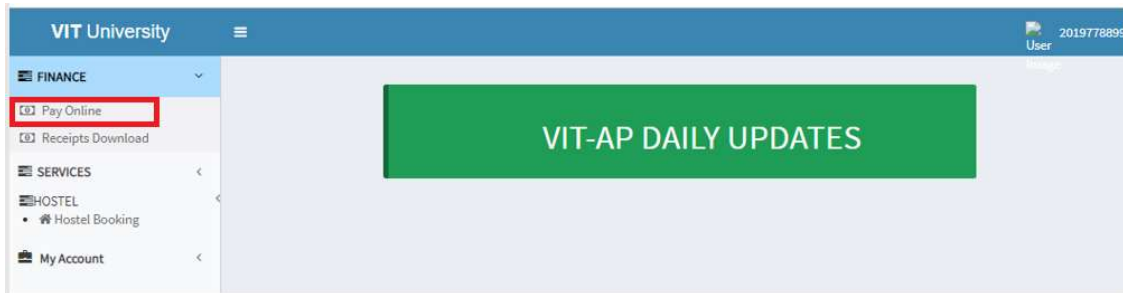
Step 4:

Select the **“FINANCE”** option



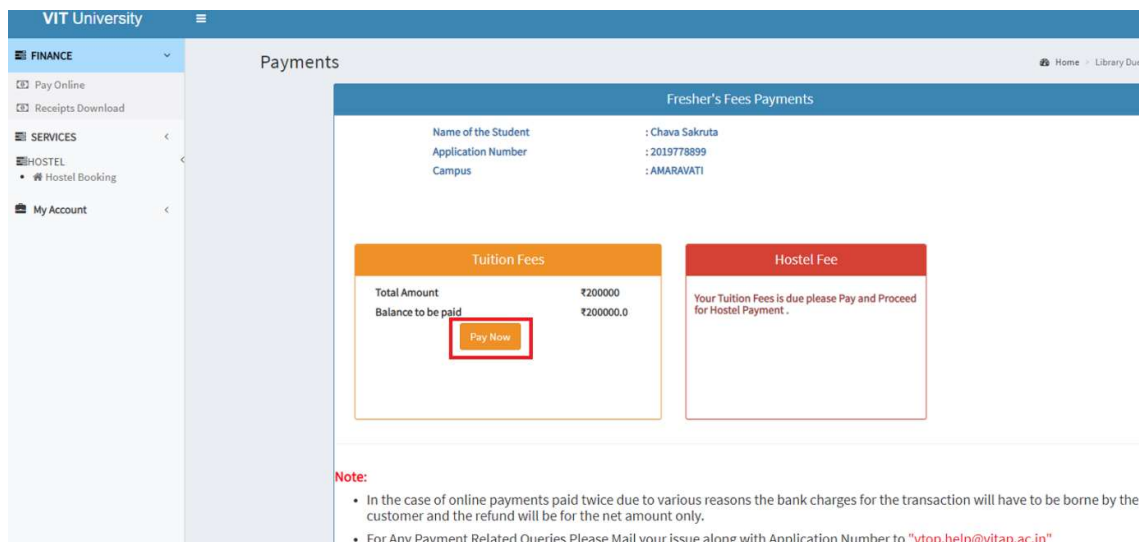
Step 5:

Click on to **“Pay Online”** option



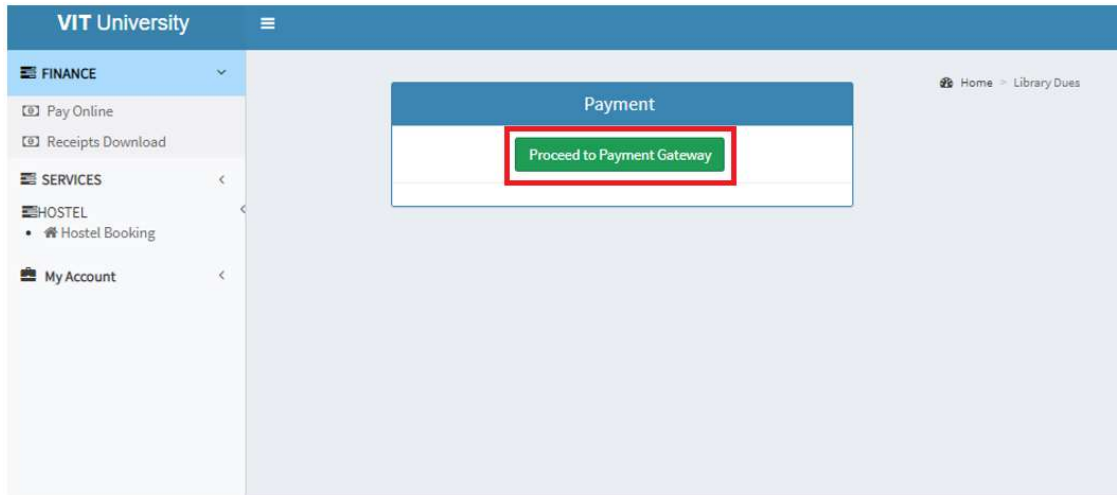
Step 6:

Verify your details and click on to **“Pay Now”** button.



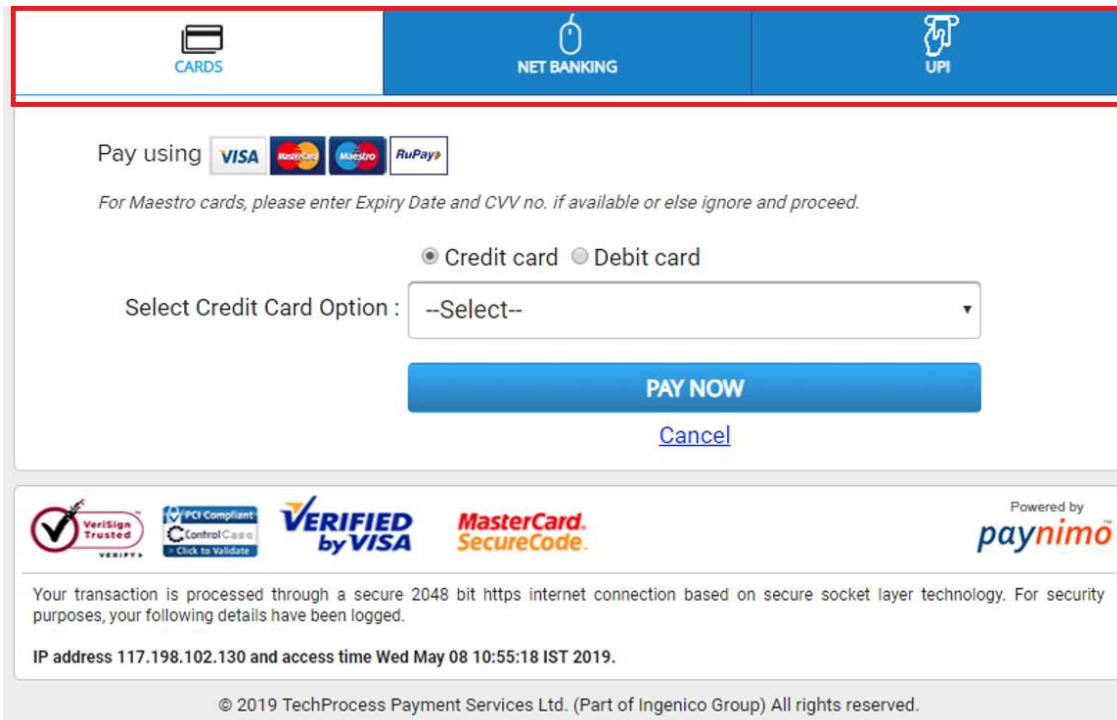
Step 7:

Click on to “Proceed to Payment Gateway”



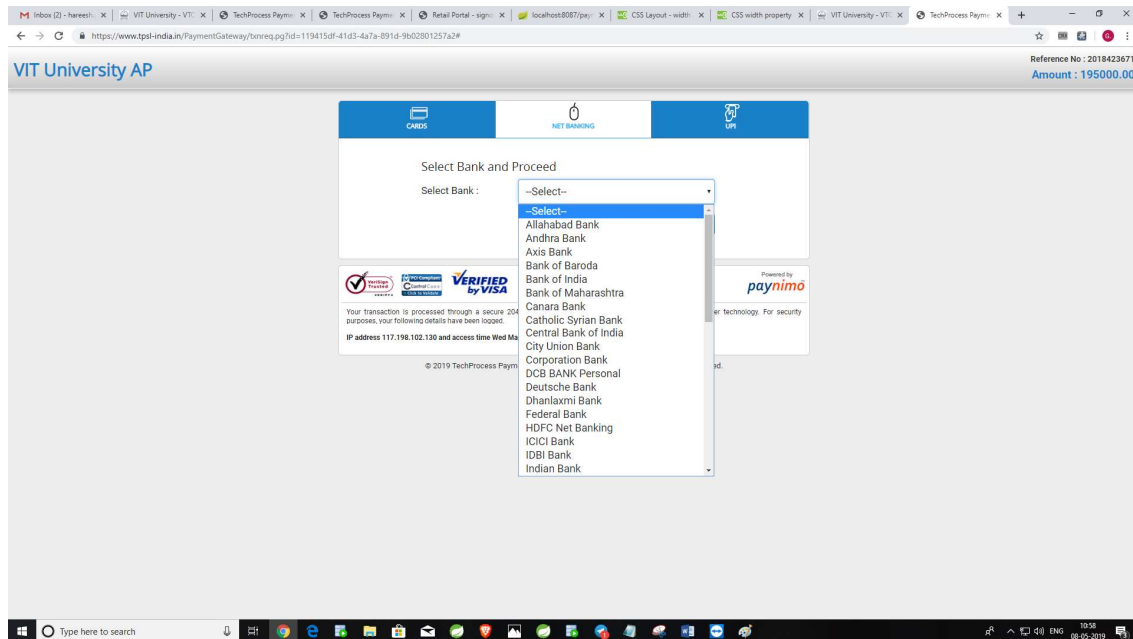
Step 8:

Select your payment options (Credit or Debit CARDS / NETBANKING / UPI)



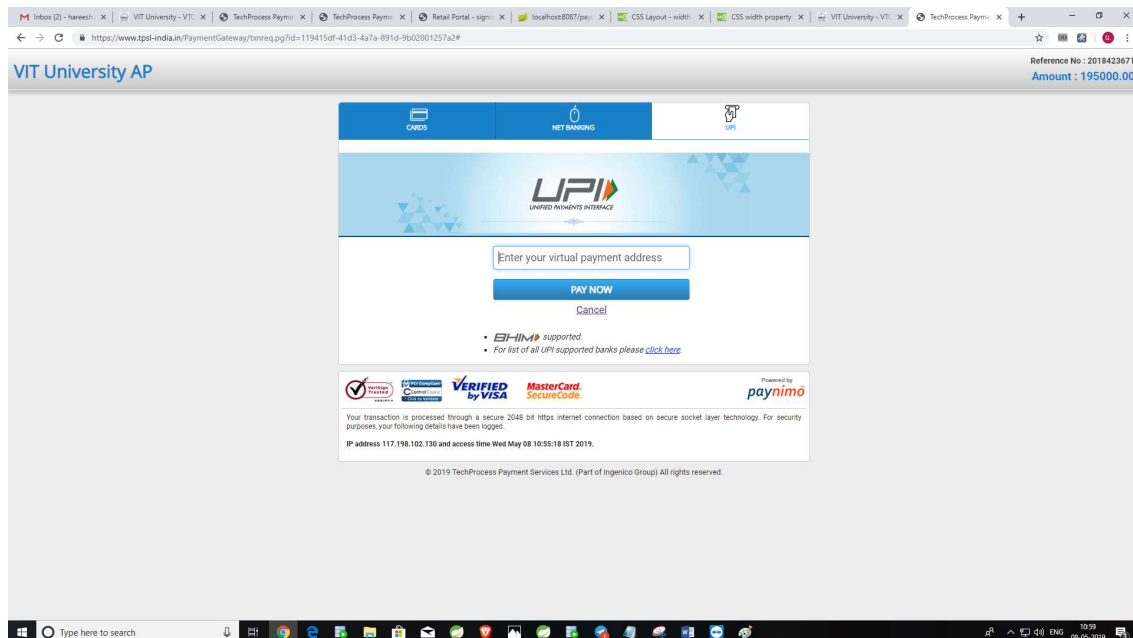
Step 9:

Select your bank as listed in the drop down menu



Step 10:

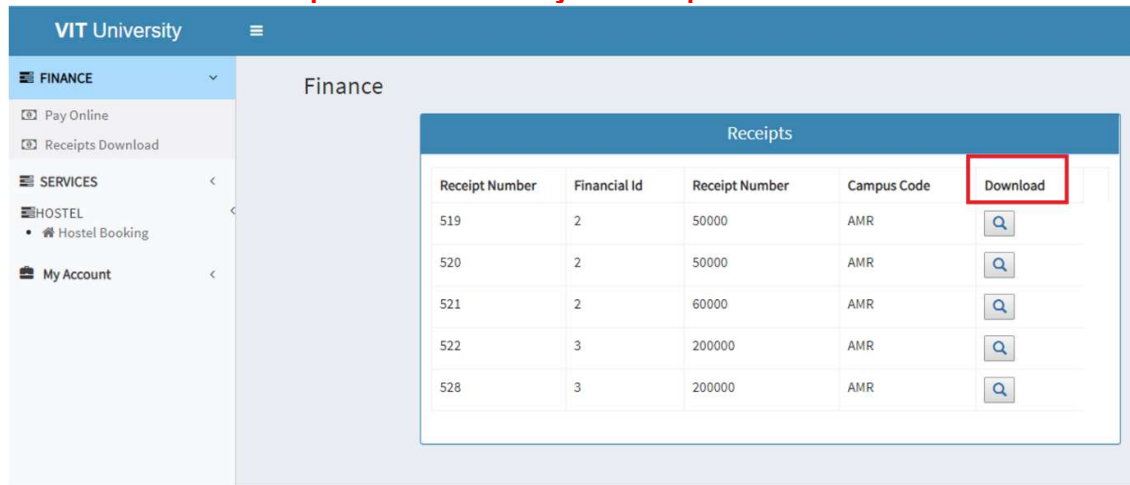
After entering your credential click on to "PAY NOW" option



Step 11:

After successful payment you can download your Receipts by clicking “Download” option

Click on to download option to download your receipts.

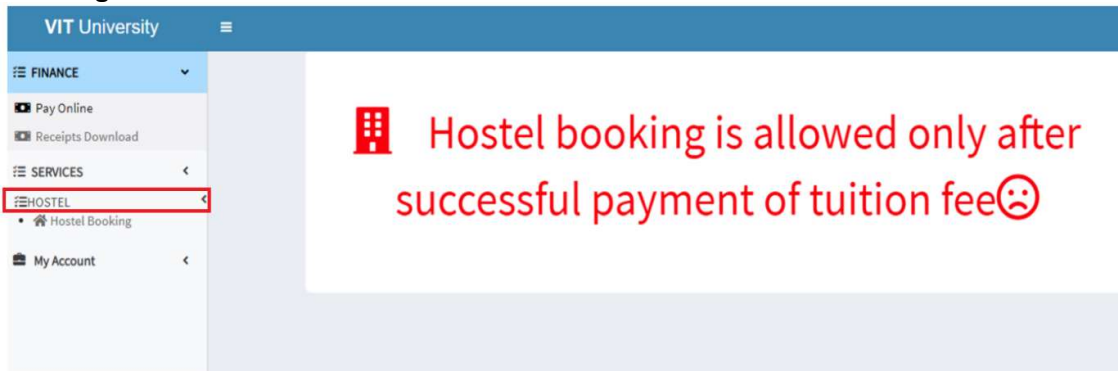


The screenshot shows the VIT University Finance portal. The left sidebar contains navigation options: FINANCE (Pay Online, Receipts Download), SERVICES, HOSTEL (Hostel Booking), and My Account. The main content area is titled 'Finance' and displays a 'Receipts' table. The table has columns for Receipt Number, Financial Id, Receipt Number, and Campus Code. A 'Download' button is highlighted with a red box in the header row. Below the header, there are five rows of receipt data.

Receipt Number	Financial Id	Receipt Number	Campus Code	Download
519	2	50000	AMR	
520	2	50000	AMR	
521	2	60000	AMR	
522	3	200000	AMR	
528	3	200000	AMR	

Step 12:

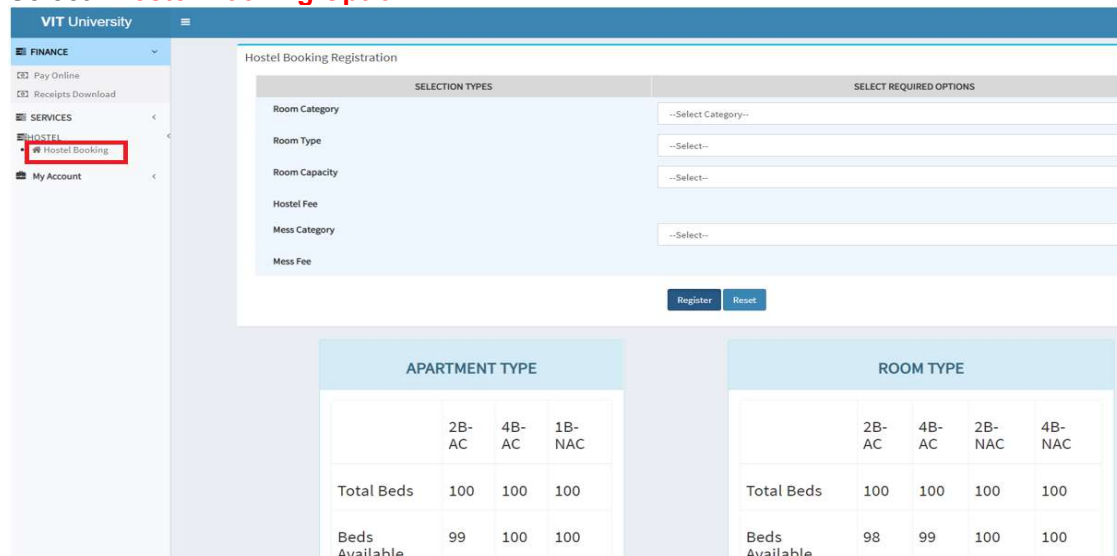
After successful payment of the tuition fee, the student can proceed to Hostel Booking



The screenshot shows the VIT University HOSTEL page. The left sidebar has 'HOSTEL' highlighted with a red box. The main content area displays a message: 'Hostel booking is allowed only after successful payment of tuition fee' with a sad face emoji.

Step 13:

Select “Hostel Booking Option”



The screenshot shows the VIT University Hostel Booking Registration page. The left sidebar has 'Hostel Booking' highlighted with a red box. The main content area is titled 'Hostel Booking Registration' and contains a form with two columns: 'SELECTION TYPES' and 'SELECT REQUIRED OPTIONS'. Below the form are two tables: 'APARTMENT TYPE' and 'ROOM TYPE'.

SELECTION TYPES				SELECT REQUIRED OPTIONS			
Room Category	--Select Category--						
Room Type	--Select--						
Room Capacity	--Select--						
Hostel Fee	--Select--						
Mess Category	--Select--						
Mess Fee	--Select--						

APARTMENT TYPE			
	2B-AC	4B-AC	1B-NAC
Total Beds	100	100	100
Beds Available	99	100	100

ROOM TYPE				
	2B-AC	4B-AC	2B-NAC	4B-NAC
Total Beds	100	100	100	100
Beds Available	98	99	100	100

Step 14:

Select the Room Category , Room Type, Room capacity and Mess Category

VIT University 2019778899 User

FINANCE
Pay Online
Receipts Download
SERVICES
HOSTEL
Hostel Booking
My Account

Hostel Booking Registration

SELECTION TYPES

Room Category
Room Type
Room Capacity
Hostel Fee
Mess Category
Mess Fee

SELECT REQUIRED OPTIONS

--Select Category--
--Select Category--
Room Type
Apartment Type
--Select--
--Select--

Register Reset

APARTMENT TYPE			
	2B-AC	4B-AC	1B-NAC
Total Beds	100	100	100
Beds Available	99	100	100

ROOM TYPE				
	2B-AC	4B-AC	2B-NAC	4B-NAC
Total Beds	100	100	100	100
Beds Available	98	99	100	100

Room Type
Room Capacity

--Select--
--Select--
AC-Air Condition
NAC-Non Aircondition

Room Capacity
Hostel Fee
Mess Category

--Select--
--Select--
2-BEDDED
4-BEDDED
--Select--

Room Capacity
Hostel Fee
Mess Category
Mess Fee

2-BEDDED
Rs. 111800
NON-VEG
Rs. 65190

Register Reset

Step 15:

The hotel room selection would be cancelled if the payment is not received within 24 hours of booking

Hostel Registration Details

* Please be noted that your hostel room selection would be cancelled if payment is not received with in 24hrs of booking.

Application Number	2019778899
Name of the Student	Chava Sakruta
Room Category Selected	Room Category
Room Type	AC
Room Capacity	2
Mess Type	NON VEG
Total Amount (Hostel + Mess)	Rs. 176990
Status	Payment Pending

Step 16:

Proceed for Hotel fee payment

Payments Home > Library Dues

Fresher's Fees Payments

Name of the Student	: Chava Sakruta
Application Number	: 2019778899
Campus	: AMARAVATI

Tuition Fees

Fees Paid

Hostel Fee

Total Amount	176990
Advance Amount Paid	0.0
Balance to be paid	176990

Note:

- In the case of online payments paid twice due to various reasons the bank charges for the transaction will have to be borne by the customer and the refund will be for the net amount only.
- For Any Payment Related Queries Please Mail your issue along with Application Number to "vtop.help@vitap.ac.in"

Step 17:

Please follow the payment procedure similar to **Tuition fee payment**

VIT University ≡

- FINANCE v
- Pay Online
- Receipts Download
- SERVICES <
- HOSTEL <
- Hostel Booking
- My Account <

Payment

Proceed to Payment Gateway