



WEST BENGAL STATE COUNCIL OF TECHNICAL AND VOCATIONAL AND SKILL DEVELOPMENT

USER MANUAL FOR PAYMENT OF REGISTRATION FEE & EXAMINATION FEE THROUGH ONLINE SBI COLLECT PORTAL

1. Step 1: After entry & confirmation of all students data one VTC/Institute may proceed to SBI collect portal for payment of fees:

Either by clicking link of SBI COLLECT directly from Registration Summary details page of council's web page

WEST BENGAL STATE COUNCIL OF TECHNICAL AND VOCATIONAL EDUCATION AND SKILL DEVELOPMENT [Vocational Education Division] HI, wbscvet1

REGISTRATION SUMMARY DETAILS (FOR CLASS VIII LEVEL)

Home

State Bank Collect
Click here for SBI Collect Portal
Add SBI COLLECT

Registration Year :	2015 - 2016
Phase :	JAN - JUN
Institute Code :	0001
Institute Name :	0001/BALRAMPUR INSTITUTE OF VOCATIONAL AID

APPROVED DETAILS :
No record(s) found.

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Or Directly through Online SBI portal

State Bank of India

STATE BANK OF INDIA (IN) | https://www.onlinesbi.com

Useful Links

Services | FAQ | Corporate Website | Mobile/DTH Recharge | **State Bank Collect** | EPF | Videos | mCash | Apply SB Account

Welcome to revamped version of onlinesbi.
If your page appears hazy, please refresh this page by pressing ctrl + F5

PERSONAL BANKING
LOGIN | LOGIN lite
New User Registration | How Do I
SBI's internet banking portal provides personal banking services that gives you complete control over all your banking demands online.

CORPORATE BANKING
Select | LOGIN
New User Registration | How Do I
Corporate Banking application provides features to administer and manage non personal accounts online.

With OnlineSBI
Mobile Topup and
DTH Recharge is only a click away!

MOBILE | DTH | ANYTIME PAYMENT

11:36 PM 5/8/2016

1 | User Manual-SBI Collect of WBSCTVESD –VIII-2016(JJ)

This is to Note that other than SBI Collect no other mode is applicable for collection of fees by council



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2. Step 2: Click on the Check Box to proceed for payment. Read Terms and Conditions carefully.

State Bank Collect

STATE BANK OF INDIA (IN) | <https://www.onlinesbi.com/prelogin/icollecthome.htm>

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DISCLAIMER CLAUSE

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[Click here](#) to view the disclaimer clause in Hindi.

Terms Used:

- ▶ **Corporate Customer:** Firm/Company/Institution (F/C/I) collecting payment from their beneficiaries.
- ▶ **User:** The beneficiary making a payment to F/C/I for the services/goods availed.
- ▶ Bank shall not be responsible, in any way, for the quality or merchantability of any product/merchandise or any of the services related thereto, whatsoever, offered to the User by the Corporate Customer. Any disputes regarding the same or delivery of the Service or otherwise will be settled between Corporate Customer and the User and Bank shall not be a party to any such dispute. Any request for refund by the User on any grounds whatsoever should be taken up directly with the Corporate Customer and the Bank will not be concerned with such a request.
- ▶ Bank takes no responsibility in respect of the services provided and User shall not be entitled to make any claim against the Bank for deficiency in the services provided by the Corporate Customer.
- ▶ The User shall not publish, display, upload or transmit any information prohibited under Rule 3(2) of the Information Technology (Intermediaries guidelines) Rules, 2011.
- ▶ In case of non-compliance of the terms and conditions of usage by the User, the Bank has the right to immediately terminate the access or usage rights of the User to the computer resource of the Bank and remove the non-compliant information.

I have read and accepted the terms and conditions stated above.
(Click Check Box to proceed for payment.)

Click Here → Proceed

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Start My Computer Internet Explorer Google Chrome HP Xerox Microsoft Word VLC Media Player Oracle Java JRE 7 Update 75 Start Mail

7:08 AM 5/9/2016

3. Step 3: Select State 'West Bengal' & Select Type 'Govt. Department' and Click Go.

State Bank Collect

STATE BANK OF INDIA (IN) | <https://www.onlinesbi.com/prelogin/institutiontypedisplay.htm>

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State Bank Group

Exit

State Bank Collect State Bank MOPS Pay EPFO

You are here: State Bank Collect > State Bank Collect

State Bank Collect

Reprint Remittance Form
Payment History

09-May-2016 [07:15 AM IST]

Select State and Type of Corporate / Institution

State of Corporate/Institution * → **Select State 'West Bengal'**

Type of Corporate/Institution * → **Select Type 'Govt Department'**

Go

▶ Mandatory fields are marked with an asterisk (*)
▶ State Bank Collect is a unique service for paying online to educational institutions, temples, charities and/or any other corporates/institutions who maintain their accounts with the Bank.

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4. Step 4: Select Govt. Department Name 'WBSCTVEDSD (VE) SBI COLLECT' and Click Go

The screenshot shows the 'State Bank Collect' portal. The user is on the 'displayinstitutions.htm' page. A dropdown menu for 'Govt Department Name' is open, showing a list of departments. The option 'WBSCTVEDSD (VE) SBI COLLECT' is selected and highlighted. A callout box on the right side of the page points to this option with the text 'Select Govt Department WBSCTVEDSD(VE) SBI COLLECT'. The page also shows the date '09-May-2016 [07:21 AM IST]' and various navigation links.

5. Step 5: Select Appropriate 'Payment Category' e.g. a) for payment of Regn. Fee of all students in VTC select 'Instt. Payment REGN FEE 60' & b) for payment of Exam. Fee of all students in VTC select 'Instt. Payment EXAM FEE 110'

The screenshot shows the 'State Bank Collect' portal. The user is on the 'displayfeepaymentdetails.htm' page. A dropdown menu for 'Select Payment Category' is open, showing a list of categories. The option 'Instt Payment VIII Exam Fee Rs 110' is selected and highlighted. A callout box on the right side of the page points to this option with the text 'Select appropriate Category e.g for Regn Fee Payment Select 'Instt Payment VIII REGN FEE 60' & for Exam Fee Payment Select 'Instt Payment VIII Exam FEE 110''. The page also shows the date '09-May-2016 [07:28 AM IST]' and various navigation links.

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This is to Note that other than SBI Collect no other mode is applicable for collection of fees by council



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6. Step 6: On Selection of Payment Category a Box will appear where VTC need to enter it's VTC Code & Click on Submit

7. Step 7: Please fill Registration Fee Payment/Exam Fee Payment page as mentioned in below image

4 | User Manual-SBI Collect of WBSCTVEDSD –VIII-2016(JJ)

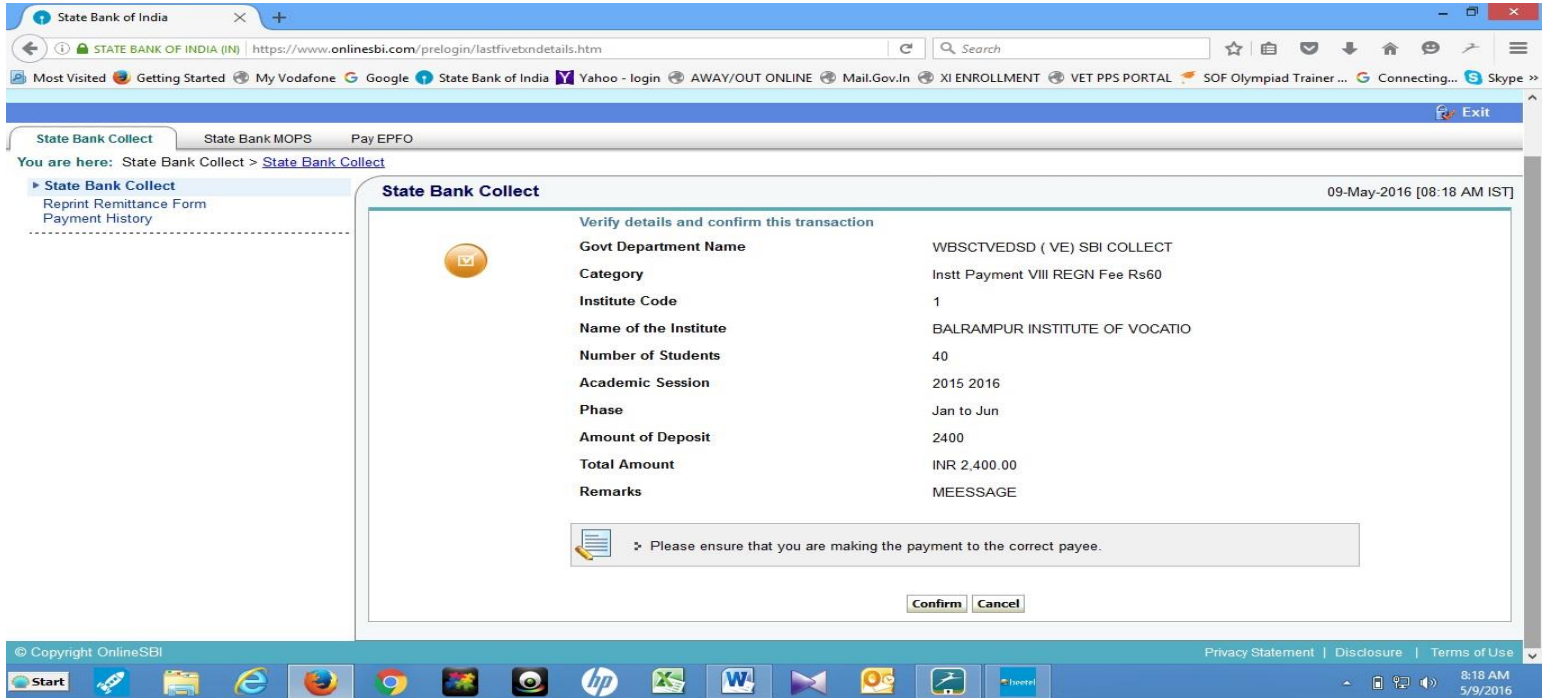
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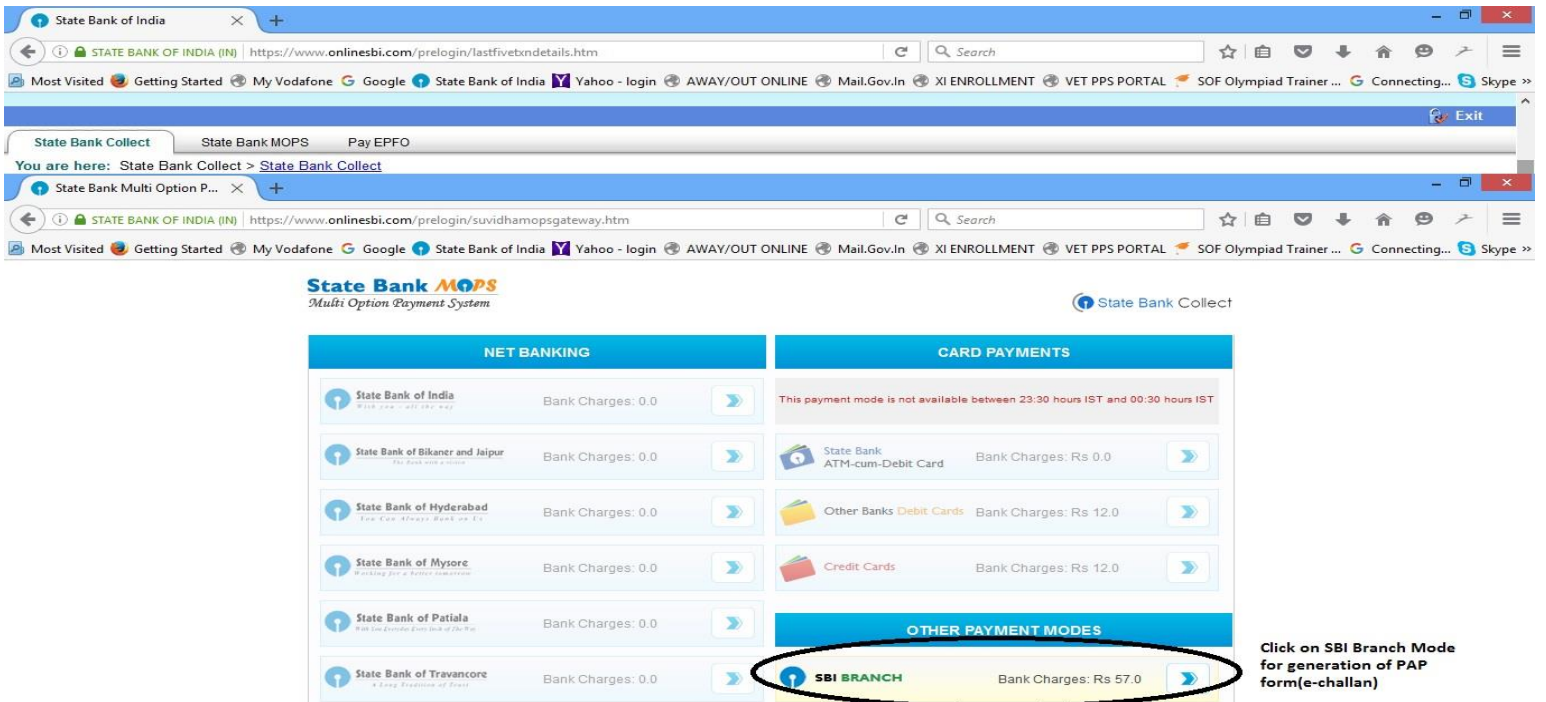
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8. Step 8: Before final submission of data what VTC have entered in the previous page can be verified and confirmed in this page as shown below. If all data entered is **correct** then click on **confirm** and proceed to the next page. If data is incorrect please cancel and repeat from Step-3.



9. Step 9: Click 'SBI Branch Mode' for generation of PAP(Pre Acknowledge Form) in PDF



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10. Step 10: Payment Completion & PAP Form generation window

The screenshot shows the 'State Bank Collect' page on the SBI website. A green checkmark icon indicates that the payment details have been captured successfully. The page instructs the user to print and submit the Pre Acknowledgement Payment form to the branch for payment. Below this, a table lists the payment details:

SBCollect Reference Number	DU45045657
Category	Instt Payment VIII REGN Fee Rs60
Institute Code	1
Name of the Institute	BALRAMPUR INSTITUTE OF VOCATIO
Number of Students	40
Academic Session	2015 2016
Phase	Jan to Jun
Amount of Deposit	2400
Transaction Charge	INR 57.00
Total Amount	INR 2,457.00
Remarks	MESSAGE

At the bottom of the details, there is a link to 'Click here to save the Pre-Acknowledgement Form in PDF' and a link to 'Return to State Bank Collect Home Page'.

11. Step 11: Pre Acknowledgement Payment form in PDF View. **Please do not forget to save a copy of the same for future use**

The image shows two versions of the Pre Acknowledgement Payment (PAP) form. The left form is the 'Depositor Copy' and the right is the 'Branch Copy'. Both forms contain the following information:

Depositor Copy:

Pre Acknowledgement Payment(PAP) Form for Payment through any SBI Branch
Date: 09-05-2016

Beneficiary/Remittance Details:

State Bank Collect Reference No. **DU45045892**
Beneficiary: **WBSCTVEDSD (VE) SBI COLLECT**
Category: **Instt Payment VIII REGN Fee Rs60**
Last Date of Payment: **31-05-2016 23:45**
Remitter: **NAME OF HOI**

Collection Amount	Rs	2,400.00
Commission		57.00
Total (Rupees Two Thousand Four Hundred Fifty Seven Only)		2,457.00

Details of Cash / Cheques

	Rs	P
Total Rs		

Instructions for Depositor: This is not an e-receipt. After payment, please visit www.onlinesbi.com > State Bank Collect and click on the hyperlink at the bottom of the page to generate the e-receipt.

(To be Filled in by the Bank)

Journal No:

Branch Name:

Branch Code:

Deposit Date:

Branch Stamp

Branch Copy:

Pre Acknowledgement Payment(PAP) Form for Payment through any SBI Branch
Date: 09-05-2016

Branch Teller: Use SCR 008765 Deposit > Fee Collection > State Bank Collect

Beneficiary/Remittance Details:

State Bank Collect Reference No. DU45045892
Beneficiary: **WBSCTVEDSD (VE) SBI COLLECT**
Category: **Instt Payment VIII REGN Fee Rs60**
Last Date of Payment: **31-05-2016 23:45**
Remitter: **NAME OF HOI**

Collection Amount	Rs	2,400.00
Commission		57.00
Total (Rupees Two Thousand Four Hundred Fifty Seven Only)		2,457.00

Mode of Payment (Choose Either Cash / Cheque)

Cash PAN:

Please quote your PAN for Cash remittance >= Rs. 50,000

Cash Notes	Amount	
	Rs	P
*1000		
*500		
*100		
*50		
*20		
*10		
Coins		
Total Rs		

Cheque



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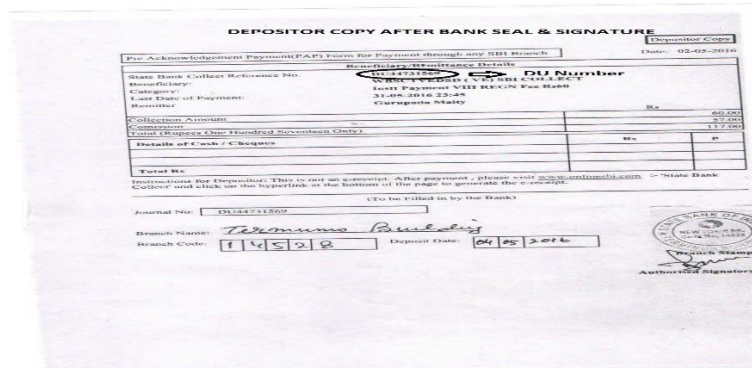
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12. Step 12: SBI Branch mode payment process:

- a. After generation PAP Form (or Challan) of VTC need to take print out of the challan (or PAP Form) and deposit requisite amount as mentioned in the challan to any nearest SBI Branch



- b. After deposit is made successfully; Bank will return 'Depositor Copy' of the challan to the person concerned of the VTC after due seal & signature by the Bank
- c. Please keep the same with the VTC for future reference. **PLEASE DO NOT SUBMIT THE 'DEPOSITOR COPY' WITH THE FORM AT THE TIME OF FORM & SUMMARY SHEET SUBMISSION TO THE NODAL OFFICE.**
- d. View of Original 'Depositor Copy' after successful payment of fees



13. Step 13: After successful payment of fees go to

<https://www.onlinesbi.com/prelogin/suvidharemittanceform.htm> for generation e-receipt

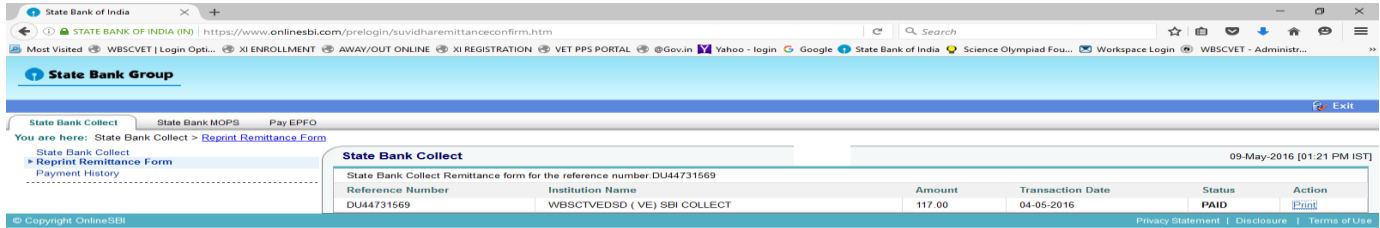


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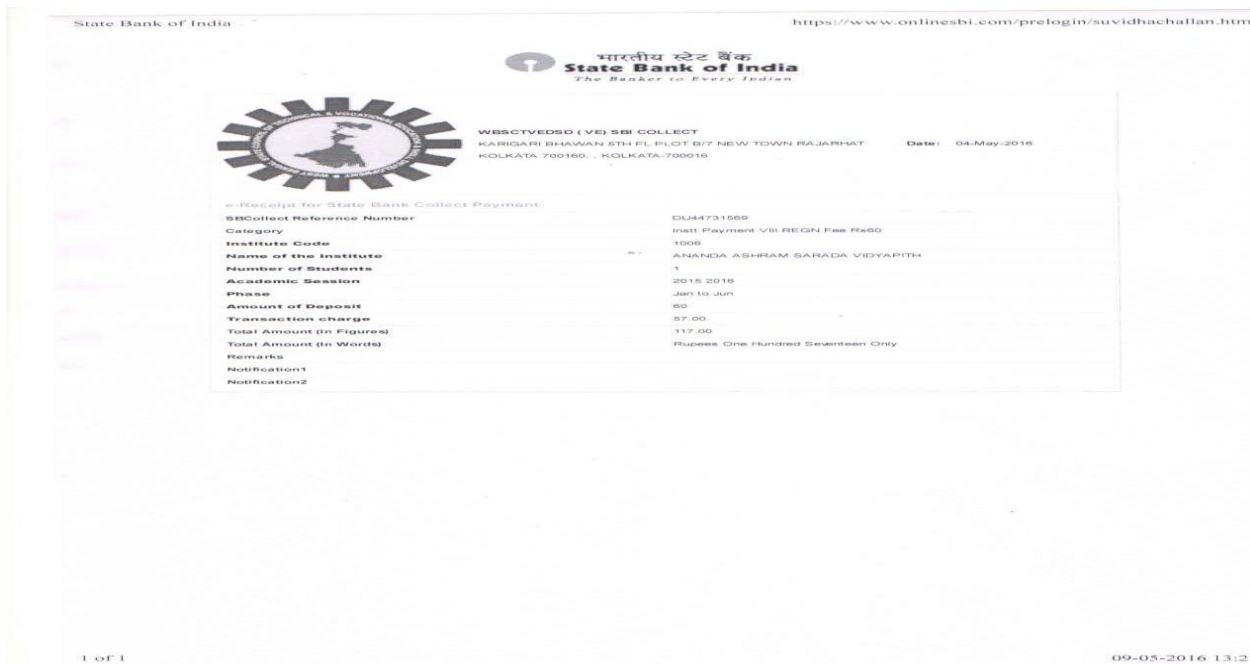
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14. Step 14: E-receipt can be generated from above website by providing DU Number and either DOB of the HM/TIC/Authorized representative or Mobile number of HM/TIC/Authorized representative

15. Step 15: E-Receipt can be generated from the below screen



16. Step 16: E- Receipt View (PDF output)



PLEASE NOTE THAT E-RECEIPT WILL BE GENERATED FOR EACH CATEGORY OF FEES FOR WHICH PAYMENT IS MADE SUCCESSFULLY. ALONG WITH FORMS & SUMMARY SHEET VTCS ARE REQUESTED TO SUBMIT ONLY E-RECEIPT PRINTOUT, WITH OUT E-RECEIPT NO FORMS & SUMMARY SHEET WILL BE ACCEPTED BY NODAL

SBI Collect Demo Video Help File:

<https://youtu.be/ac7NIJ9RxuI>