

## **INSTRUCTIONS FOR SUBMISSION OF MESS ADVANCE FEE**

**All candidates are required to pay the mess advance charges online, on or before **25 July 2017** and submit the e-receipt at the time of physical registration.**

**Step 1:** Go to the URL: [www.onlinesbi.com/prelogin/icollecthome.htm](http://www.onlinesbi.com/prelogin/icollecthome.htm)

**Step 2:** Click the “**Checkbox**” proceeding to the statement “I have read and accepted the terms and conditions stated above”, and then Click “**Proceed**” button.

**Step 3:** Select State of Institution “**UTTAR PRADESH**” and Select Type of Institution “**Educational Institutions**” and then Click “**GO**” button

**Step 4:** Select Educational Institutions Name “**INDIAN INSTITUTE OF TECHNOLOGY (B.H.U.), VARANASI**” then submit.

**Step 5:** Select Payment Category “**MESS CHARGE ADVANCE**”

**Step 6:** Fill in your **JEE (Adv.) Roll No.** in the field of Roll No., Full Name, Name of Guardian, Mobile number and Email Address.etc.

Select your Category (GEN/OBC/SC/ST), your Class (BTech/IDD), Session (2017-18), Semester (I Sem) and your Department from the drop-down menu.

Fill in the Mess Charge Advance amount Rs.12000.00 (Mandatory for all categories)

Leave the remarks field empty and enter the full name, select the date of birth, enter your mobile no and enter the text as shown in the image.

**Step 7:** Verify all your entries and selections in the fields and Click “Submit” and to see the confirmation page. Verify the data displayed on this page and Click “Confirm” to proceed further to select the “Mode of payment”. You may choose either Net Banking or Card Payments or Other Payments as per your convenience.

**Step 8:** After making the payment successfully, you will be able to download the e-receipt of the payment. You will have to submit the e-receipt at the time of registration.