

Fee Payment Through HBL, Meezan, UBL & MCB Mobile App and Internet Banking:

The below steps may be followed to pay through HBL, Meezan, UBL & MCB Internet Banking and Mobile App:

HBL Online Internet Banking:

- Login to HBL Internet Banking (<https://www.hbllibank.com.pk/Login>) using your HBL Login ID and Password.
- Click on 'Pay'. Click on '+Make New Payment'.
- Select category 'Education'.
- Select 'Forman Christian College'.
- Enter your Tracking Number. You need to enter tracking number of nine digits. For example, if your tracking number is 523425, This will be entered as 000523425 (Adding **000** at the start to your original tracking number).
- Select purpose of payment 'Tuition Fee/Admission Fee/Tax/Fines/Others'.
- Proceed next. The amount appearing will be "0". Enter amount to be paid and proceed next.
- Enter 'One Time Password-OTP' sent by HBL at your registered mobile number/email with HBL.
- Enter your transaction password and proceed with 'Pay' to complete the transaction.
- Take screenshot of the payment confirmation which needs to be attached with the documents as payment proof.

HBL Mobile App:

- Login to HBL Mobile App using your HBL Login ID and Password.
- Click on 'Pay'. Click on '+Make New Payment'.
- Select category 'Education'.
- Select 'Forman Christian College'.
- Enter your Tracking Number. You need to enter tracking number of nine digits. For example, if your tracking number is 523425, This will be entered as 000523425 (Adding **000** at the start to your original tracking number).
- Select purpose of payment 'Tuition Fee/Admission Fee/Tax/Fines/Others'.
- Proceed next. The amount appearing will be "0". Enter amount to be paid and proceed next.
- Enter 'One Time Password-OTP' sent by HBL at your registered mobile number/email with HBL.
- Enter your transaction password and proceed with 'Pay' to complete the transaction.
- Take screenshot of the payment confirmation which needs to be attached with the documents as payment proof.

Meezan Bank Online Internet Banking:

- Login to Meezan Bank Internet Banking using your Login ID and Password.
- Go to bill payment menu.
- Select 'FC College Tuition Fee' to add bill.
- Enter your Tracking Number. You need to enter tracking number of nine digits. For example, if your tracking number is 523425, This will be entered as 000523425 (Adding **000** at the start to your original tracking number).
- Enter pass code to save bill.
- Successful bill addition.
- Select 'FC College Tuition Fee' and enter amount to pay. The amount appearing in system will be "0" and bill amount has to be entered manually. Click next.

- Click on confirm payment.
- Bill payment confirmed.
- Take screenshot of the payment confirmation which needs to be attached with the documents as payment proof.

Meezan Bank Mobile App:

- Login to Meezan Bank mobile app using your Login ID and Password.
- Go to bill payment menu.
- Select 'FC College Tuition Fee'.
- Enter your Tracking Number. You need to enter tracking number of nine digits. For example, if your tracking number is 523425, This will be entered as 000523425 (Adding **000** at the start to your original tracking number).
- Successful bill addition.
- Select 'FC College Tuition Fee' and confirm.
- Enter amount and confirm payment. The amount appearing in system will be "0" and fee amount has to be entered manually.
- Take screenshot of the payment confirmation which needs to be attached with the documents as payment proof.

UBL Internet Banking:

- Login to UBL Netbanking (<https://www.ubldigital.com/>).
- Click on "Internet Banking Login" and enter your username and password to login.
- Enter the 'OTP' sent to your registered mobile number and click 'Confirm'
- Click on 'My Payments' tab and select 'Fee Payment' in the dropdown menu
- Click on 'Add Fee Account' in the 'Fee Payment' dialogue box
- Click 'Forman Christian College' from the dropdown menu in the 'Organization Name' and select 'Pay Type'.
- Enter the Tracking number. You need to enter tracking number of nine digits. For example, if your tracking number is 523425, This will be entered as 000523425 (Adding **000** at the start to your original tracking number).
- Click 'Add'. Netbanking will automatically populate the data
- Click on 'Pay' tab appearing against Student ID for payment
- Select the account through which payment is to be processed, from 'Pay from' option in the dropdown menu
- Enter comments and click on 'Pay'
- Enter the Netbanking T-pin and click 'Confirm'
- Payment confirmation screen will appear. Click on 'Check your transaction status'
- After successful payment, the transaction status will appear as successful.

MCB Live

1. Bill Payment after adding Beneficiary:

a) Add Biller

- Log in the MCB Live
- On dashboard, click on Hamburger/main menu option >> click on 'Payment'
- From the submenu, select 'Add Biller' option
- Select "Education Fee" from Category drop down menu.
- Select "FC College (Hostel/Security/Tuition Fee)" from Biller Name drop down menu.
- Enter Student ID and Press validate.
- After validation of the biller, Enter a unique Biller Nickname and click on submit.
- Review the information and click Confirm

- Enter the OTP received on registered mobile number or email address and click on *Submit*. On Screen Confirmation will be displayed & user will be intimated via SMS or email

b) Pay Bill:

- On dashboard, under quick link option click on 'Bill Payment'
- Select "*Education*" from *Category* LOV.
- Select the already added Biller and click on *Pay*
- Select the account in the *Pay From* field and click on *Submit*.
- Review the information and click on *Confirm*.
- Enter the OTP received on registered mobile number or email address and click on *Submit*. On Screen Confirmation will be displayed & user will be intimated via SMS or email

2. Bill Payment without adding Beneficiary:

Quick Bill Pay

- Log in the MCB Live
- On dashboard, click on Hamburger/main menu option >> click on 'Payment'
- From the submenu, select *Quick Bill Pay*
- Select "*Education Fee*" from *Category* drop down menu.
- Select "*FC College (Hostel/Security/Tuition Fee)*" from *Biller Name* drop down menu.
- Enter *Student ID* and validate and click on *submit*.
- Review the information and click *Confirm*
- Enter the OTP received on registered mobile number or email address and click on *Submit*. On Screen Confirmation will be displayed & user will be intimated via SMS or email

MCB Internet Banking Payment Flow:

STEP 1: Beneficiary Management

- After login MCB Internet Banking from the Menu Bar >> Select option 'Bill Payment'
- Click on option 'Register Biller' on the left side
- Click on option 'Add new Biller' on the bottom right corner
- Register Bill Screen will be displayed, Select Biller >> Enter Consumer Number >> enter a Nick name >> Click Submit >> on next screen verify the details & press confirm.
- Enter OTP of 4 digits send on registered email address, biller will be added successfully
- User will be intimated via SMS & on-screen confirmation

STEP 2: (PAY BILL):

- Menu>> Bill payment >>Pay Bill>>Select registered Biller>> Desired Account >> added beneficiary>> press submit
- Details of the Bill will be displayed, after verifying the details, press submit
- Bill Payment will be performed successfully & confirmation on registered email address & mobile number will be sent

IMPORTANT NOTE:

Please do not send IBFTs or ATM transfers on the bank account numbers mentioned on challan forms.