

## **PROCEDURE FOR PAYMENT OF APPLICATION FEES FOR CONTRACTUAL POSTS THROUGH [SBI Collect](#)**

1. Visit the link: <https://www.onlinesbi.sbi/sbicollect/> OR search for **“SBI Collect”** in your web browser.
2. Select the category **“Educational Institution”**.
3. Search for the educational institution by typing **“BSF”** or filter the search by State.
4. From the list displayed, select **BSF Senior Secondary School, Shillong**.
5. Fill in all the required details such as **Name of the Candidate, Post Applied For, Contact Number**, etc., and enter the **Captcha Code**. After filling in all the details, click **“Next”**.
6. A page showing **“Payment Category”** will appear. From the drop-down menu, select the appropriate category:  
**“APPLICANT FEES FOR CONTRACTUAL POST”**
7. Click on the **“Submit”** button.
8. Verify all the details on the next page and click **“Confirm”**.
9. The following payment options will be displayed:
  - a) Net Banking – State Bank of India and other banks
  - b) Card Payment – SBI Debit Cards, other bank Debit Cards, and all Credit Cards
  - c) Other Payment Modes – SBI Branch (Generate a pre-printed challan and pay at any SBI branch)
  - d) UPI Mode – Google Pay, [PhonePe](#), [BHIM](#), etc.
10. Choose the desired payment option and complete the payment.
11. It is **mandatory** for the applicant to **download and print the payment receipt** after successful payment and submit it along with the **duly filled application form** to **BSF Senior Secondary School, Shillong**.