



## Guidelines Regarding Payment Procedures of Tuition & Other Fees:

### 1. Payment Through Online Gateway:

Students of Southeast University can pay Tuition & other Fees through online payment gateway using local credit/debit cards like VISA, MasterCard, DBBL Nexus Card, Qcash, UnionPay and any kind of credit card, Also you can use Net Banking of AB Bank, Islami Bank Bangladesh, City Touch, Mutual Trust Bank, Bank Asia, Tap'n Pay, iPay and all types of Mobile banking like bKash, Rocket, Nagad, MCash, t-cash, OK Wallet, Sure-Cash, Dmoney. This gateway service is provided by Software Shop Limited (SSL) and standard charge applicable by the service provider. For online payment please follow the procedures listed below:

**STEP-1:** Login to the University Management System (UMS) by following link <http://ums.seu.edu.bd>. Provide your student ID and your password then click on "login".

**STEP-2:** After login click on the "Options" icon from the top left corner then click the "Online Payment" option.

**STEP-3:** Write the desired amount that you want to pay and click the "Proceed" button.

**STEP-4:** Choose your payment option and click on the "Pay button". A new page will ask your payment details. After completion of online payment, you will receive an automated email in your university email instantly.

**STEP-5:** Your student ledger will be updated instantly. You can view your student account ledger from UMS.

### 2. Payment Through Bank Branches and Booth:

<p><b>I. Brac Bank Limited, Any Booth (CDM) in Dhaka City:</b> Beneficiary Name: Southeast University Bank Name : Brac Bank Limited Account Number : 1507200853926001 Account Type : Current Account Purpose : Tuition Fee/Others Fee. <b>(Name and Student ID Must be filled up)</b></p>	<p><b>II. Prime Bank Limited, Any Branches in Bangladesh:</b> Beneficiary Name : Southeast University Bank Name : Prime Bank Limited Account Number : 20731050002617 Account Type : SND Account Purpose : Tuition Fee/Others Fee <b>(Name and Student ID Must be filled up on the deposit slip)</b></p>
<p>I. <b>Midland Bank Limited</b> : Banani Branch only (Money receipts are available in the branch) II. <b>Dhaka Bank Limited</b> : Banani Branch only (Money receipts are available in the branch) III. <b>Shahjalal Islami Bank Limited</b> : Banani Branch only (Money receipts are available in the branch)</p>	

\*\*\*Students are advised to attach their Bank deposit slip by using "Raise Ticket" from the top right corner of UMS.

### 3. Payment Through BEFTN From Any Online Bank to Midland Bank Limited:

**Beneficiary Name:** Southeast University; **Bank Name:** Midland Bank Limited; **Branch Name:** Banani Branch; **Account Number:** 0002-1050003643; **Routing Number:** 285260210; **Account Type:** Collection Accounts; **Purpose:** Tuition Fee & Student ID Must be filled up.

If students have any queries please communicate with the following responsible person in the accounts department:

<p><u>MBA, CSE &amp; PHARMACY:</u> 01981-614226</p>	<p><u>BBA:</u> 01686-236214</p>	<p><u>TEXTILE, EEE, ARCHITECTURE:</u> 01911-056206</p>	<p><u>SCHOOL of ARTS &amp; SOCIAL SCIENCE:</u> 01680-180663</p>
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