Guidelines for Re-Registration Fee Payment for DDE Students

Please check fee payment/re-registration schedule notified by the DDE o as published in the [DDE Academic Calendar](#).

To Pay Re-registration Fee, please follow the following steps:

1. Go to : https://manuucoe.in/OnlinePayment/. The following page will open:
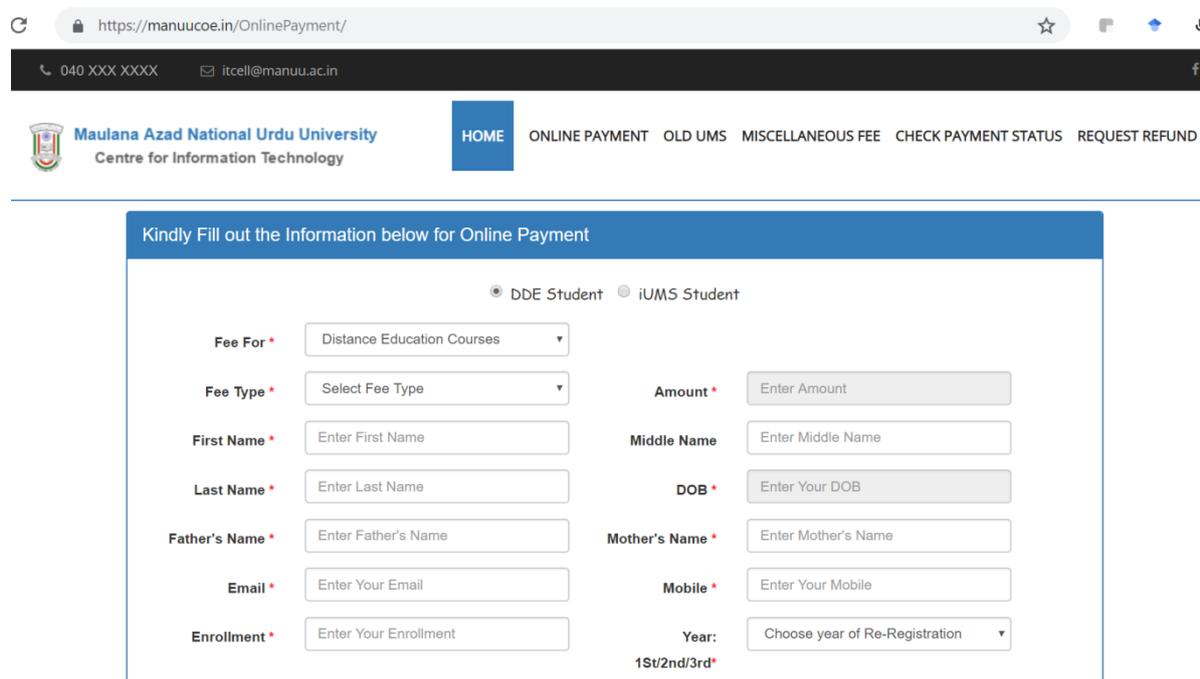
2. Select **Distance Education Course** from the List of Values shown in **Fee For** field.
3. Select your Course carefully from the list of courses shown in the **Fee Type** field. *Please note that in case of mistake in selecting your course application is liable for rejection and fee paid against incorrect course will be forfeited.*
4. Fill all the fields provided on the form carefully and recheck before submitting the form.
5. Follow online instructions to complete the process.
6. Make two copies of the Payment Receipt. Attach one with the Re-Registration Application Form and keep one copy with you for future reference, if required.
7. Submit your fee well in time and do not wait till the last date to avoid problems.

What to do in case of any problem in fee remittance?

1. In case your amount gets deducted and you do not get any acknowledgement from MANUU, please wait till evening of next working day before re-attempting the payment. *[Please note that fee is to be submitted on or before the last notified date. MANUU will not be responsible in case student is unable to pay fee due to transaction failure.]*
2. To check the fee status, you may open the following link:
   https://manuucoe.in/OnlinePayment/index.php/main/CheckStatus

Guidelines for Re-Registration Fee Payment for DDE Students

3. You may check the status of fee receipt either using Payment Id or Enrollment No. To check the fee status, open the above site and type in your Payment Id or Enrollment No in the box provided and click on Check Status as shown below:

4. You will able to see transactions made by you and also download the Payment Receipt.
5. In case, you still have any other related issue, send email to ssu.dde@manuu.edu.in.