



# Gautam Buddha University

Greater Noida, Gautam Budh Nagar, U.P.

GBU-003/Fin./2025-3893

Date: 07/01/2026

## ::Notice::

### Fees Payment through CSMS – Even Semester, Academic Session 2025–26

All students of Gautam Buddha University are hereby informed that the fee collection for the **Even Semester of the Academic Session 2025–26 has commenced**. The entire process of fee payment shall be carried out **exclusively through the Central Student Management System (CSMS) in online mode only**.

A detailed step-by-step procedure for fee payment has been prepared in **PDF format** and is available on the CSMS portal at <https://csmgs.gbu.ac.in>. Students are advised to carefully read and strictly follow the instructions provided in the document before proceeding with the payment process:

#### Modes of Fee Payment:

Only the following two modes of payment are permitted. No other mode of payment shall be accepted under any circumstances:

1. **Online Payment Gateway through CSMS (UPI / Debit Card / Credit Card / Net Banking)**
2. **Bank Challan (Payable through Bank Only)**
  - o Bank challan shall be generated only through CSMS.
  - o **No manually generated or externally issued challan will be accepted.**
  - o Payment against the challan must be made **only at the designated bank branch**, as mentioned on the challan.
  - o After submission of the challan in the bank, the payment status will be updated on the CSMS portal within **1–2 working days**.

#### Important Instruction:

- Students are strictly advised **not to visit the Finance Office / Administrative Building in person** for any fee-related matter.
- All fee-related processes shall be handled **online only through CSMS**.
- Once a bank challan is generated for selected fee head(s), the same fee head(s) **cannot be paid through online mode unless the challan is paid or cancelled**, as detailed in the process document.
- Fee receipts will be available for download on the CSMS portal after successful payment either through Payment Gateway or Bank Challan.
- Last Date for Fees Payment is **27/01/2026** through all modes of payment, after which Late Fees of Rs. 100/- per day will be applicable.

#### Help & Support:

For any queries or issues related to fee payment, students may write to: [accounts@gbu.ac.in](mailto:accounts@gbu.ac.in)

All genuine queries will be addressed and resolved within **1–2 working days**.

Students are advised to complete the fee payment well within the stipulated time by following the prescribed process on CSMS.

/ (Prof. Chander Kumar Singh)

Registrar

Copy to:-

1. Staff to the Hon'ble Vice Chancellor, for kind information to V.C. Sir
2. Dean Academics, for information
3. Finance Officer, for information and necessary action
4. All School Deans, for information and circulation among students
5. In-Charge Student Affairs, for information and circulation among students
6. Chief Warden (M/F), for information/circulation among students and uploading notice on Hostels Website
7. System Manager, to upload notice at University Website and sending emails to all Dean(s), Dean(I/C), HoD(s), students and faculty members

CK Singh  
07/01/26  
Registrar