

Appendix 3

Steps to make School Fees Payment via Bank Transfer

1. Add our bank details to your payees list. (OCBC Al-Wadiah Current Account no. **640-835492-001**)
2. Set the amount according to your daughter's level. E.g. **Primary: \$120** or **Secondary: \$140**
3. Send the screenshot of your successful transaction with your daughter's full name, level and no. of months to **8721 3877**.
4. Once confirmed, we will issue the receipt within 3 working days. This receipt will be given to you through your daughter.

Alternatively, parents can arrange for a 'Standing Instruction' with your bank to transfer funds monthly for school fees payment with Madrasah Alsagoff as the beneficiary.

Link to Standing Instruction by DBS:

<https://www.dbs.com.sg/personal/ibanking/fag/standinginstruction.page>
