



## Participant Relationship Section

### Fee Extension or installments

**1: Fill Request Form for Fee due date extension or Installments**

**Requirements:**

- ❖ Attach related documentary evidence of your financial / domestic problem
- ❖ Father /Guardian current 6 month bank statement in case of non-availability of related evidence

**2: Accounts Status**

**Requirements:**

- ❖ Get account status (amount to be paid) from OTR front desk on the application

**3: Submit Application to PRS Helpdesk**

**Requirements:**

- ❖ Filled form / application along with all required documents / evidence