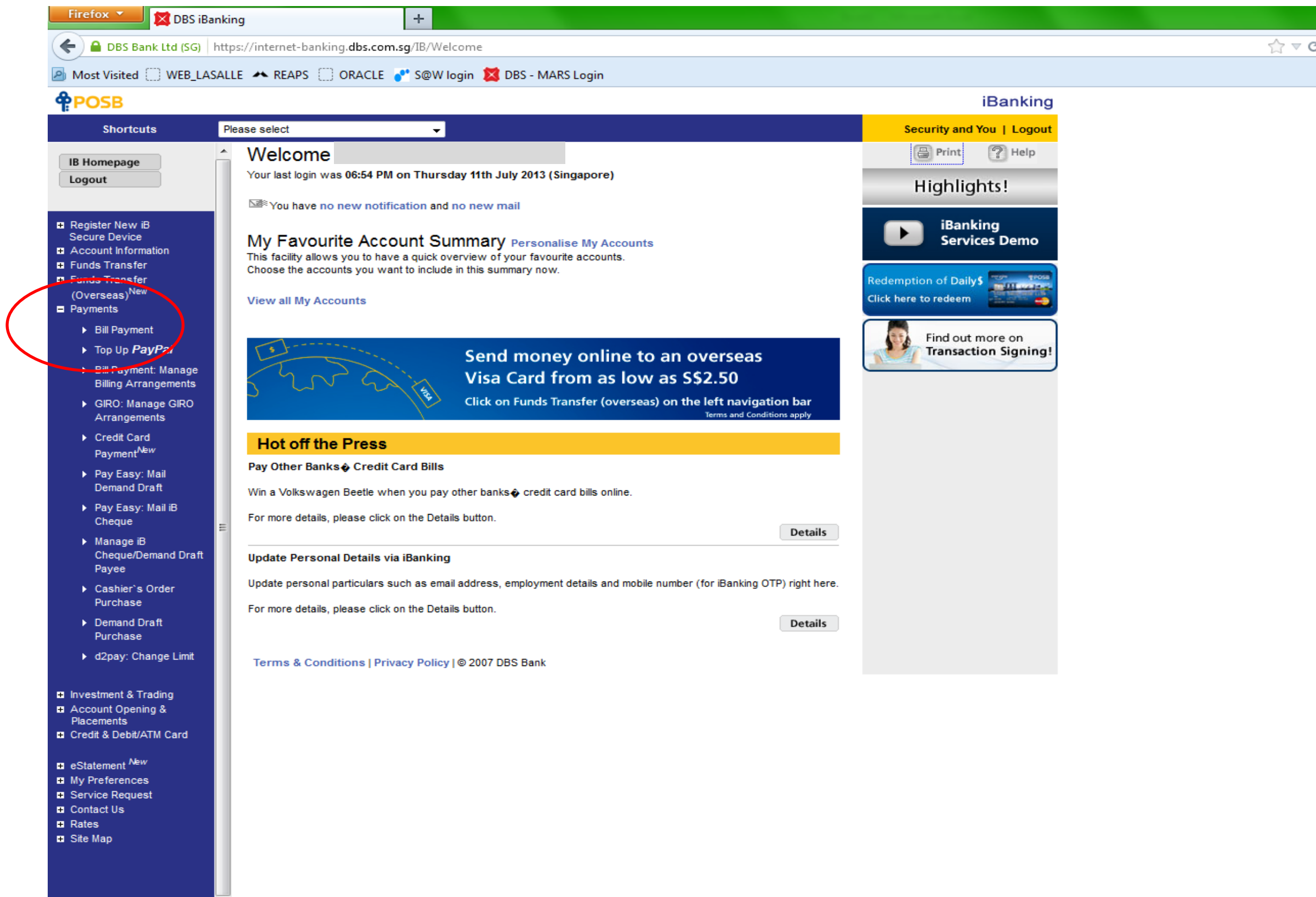


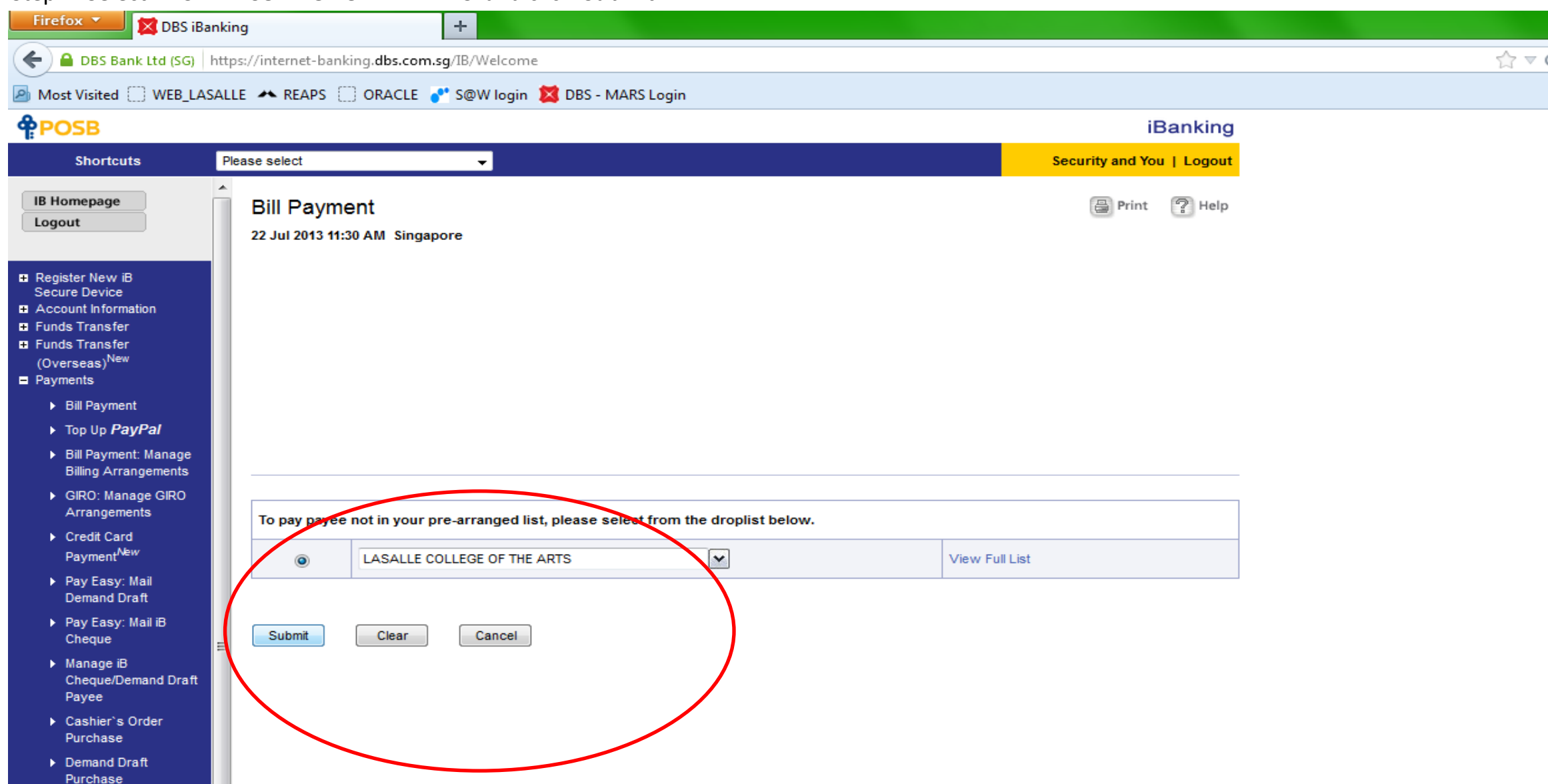
APPENDIX III - STEPS FOR PAYMENT VIA I-BANKING (only applicable to iBanking user with DBS/POSB) & ATM TRANSFER

1) I-BANKING

Step 1: Logon to <http://www.dbs.com.sg/personal>. Go to 'Payments' and select 'Bill payment'.



Step 2: Select 'LASALLE COLLEGE OF THE ARTS' and click 'Submit'.



Step 3: Key in amount to be paid.

Key in the 'Bill Ref No.' given on the top right hand side of your fee advice in the 'Consumer Reference No.' box for identification purpose *. Then, click 'Submit'.

The screenshot shows the DBS iBanking interface for a bill payment. The page title is "Bill Payment" and the payee is "LASALLE COLLEGE OF THE ARTS". The form includes the following fields:

Payee Name	LASALLE COLLEGE OF THE ARTS
Pay From	[Redacted]
Amount	SS [Redacted]
Consumer Reference No.	[Redacted] View More Info

Payment Type:

- Immediate Payment
- Future Payment. Please select date of payment: (You may specify a date up to 30 days in advance) [23 / 07 / 2013]

Note:

- If you are paying for more than one DBS/ POSB Credit or Charge Card account, please pay to each of the Card account separately.
- Payment made to each Card account will be used to settle transactions incurred on both the Principal and Supplementary Card(s) of that account.
- All payments made after 11:30PM (or 8:30PM on the last working day of the month) will be treated as the next working day's transaction.
- To allow sufficient time for processing by the corporation, you are advised to pay 2 working days in advance.
- The above service can only be performed via a SGD account.

Buttons: Submit, Clear, Cancel

*** IMPORTANT:**
You **MUST** Key in the **7 digit 'Bill Ref No.'** given on the top right hand side of your fee advice for identification purpose

Step 4: When payment is done successfully, please print or keep a screenshot of the receipt/ acknowledgement page for verification with LASALLE Finance.

2) ATM TRANSFER

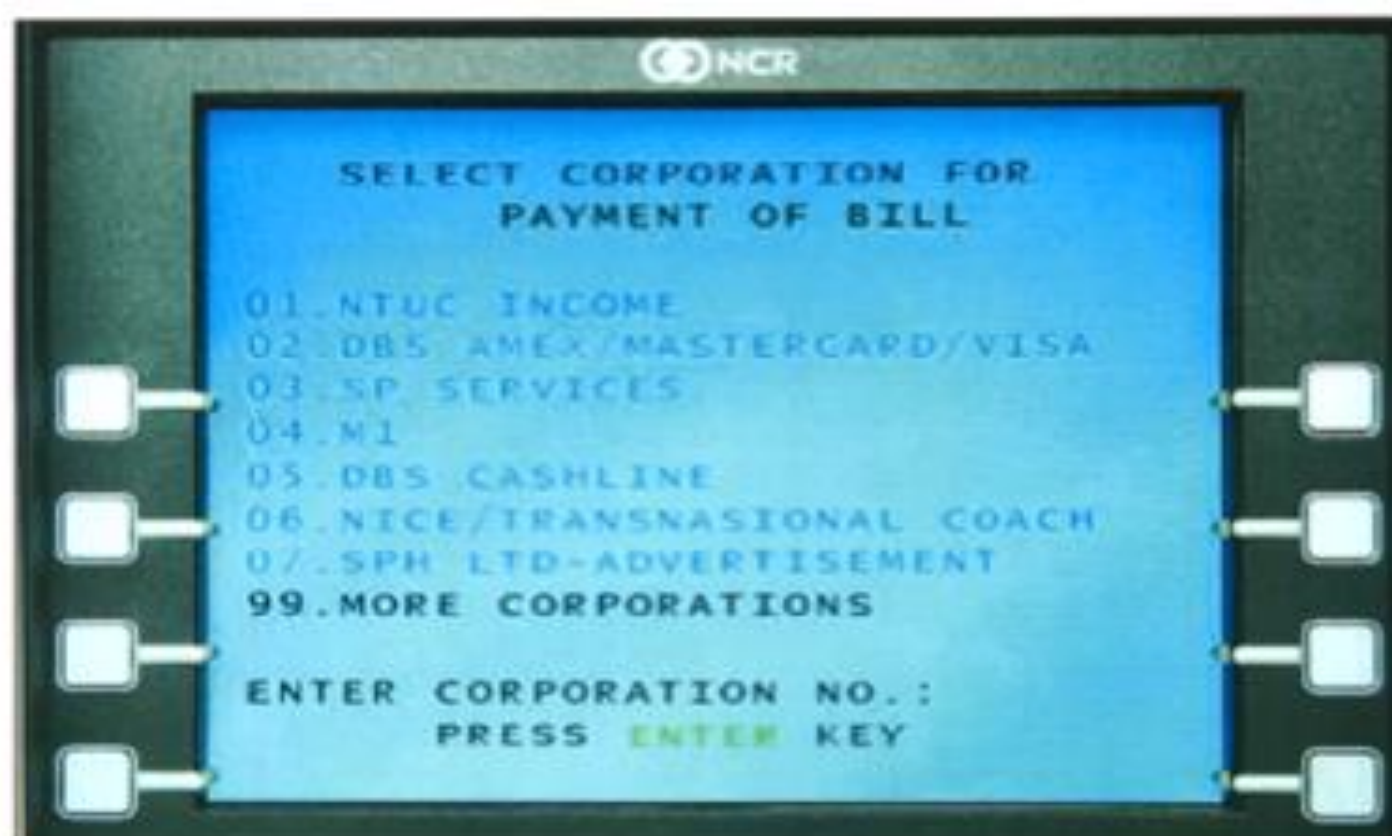
Step 1: Insert your DBS/ POSB ATM card into the card slot and key in your personal pin number.



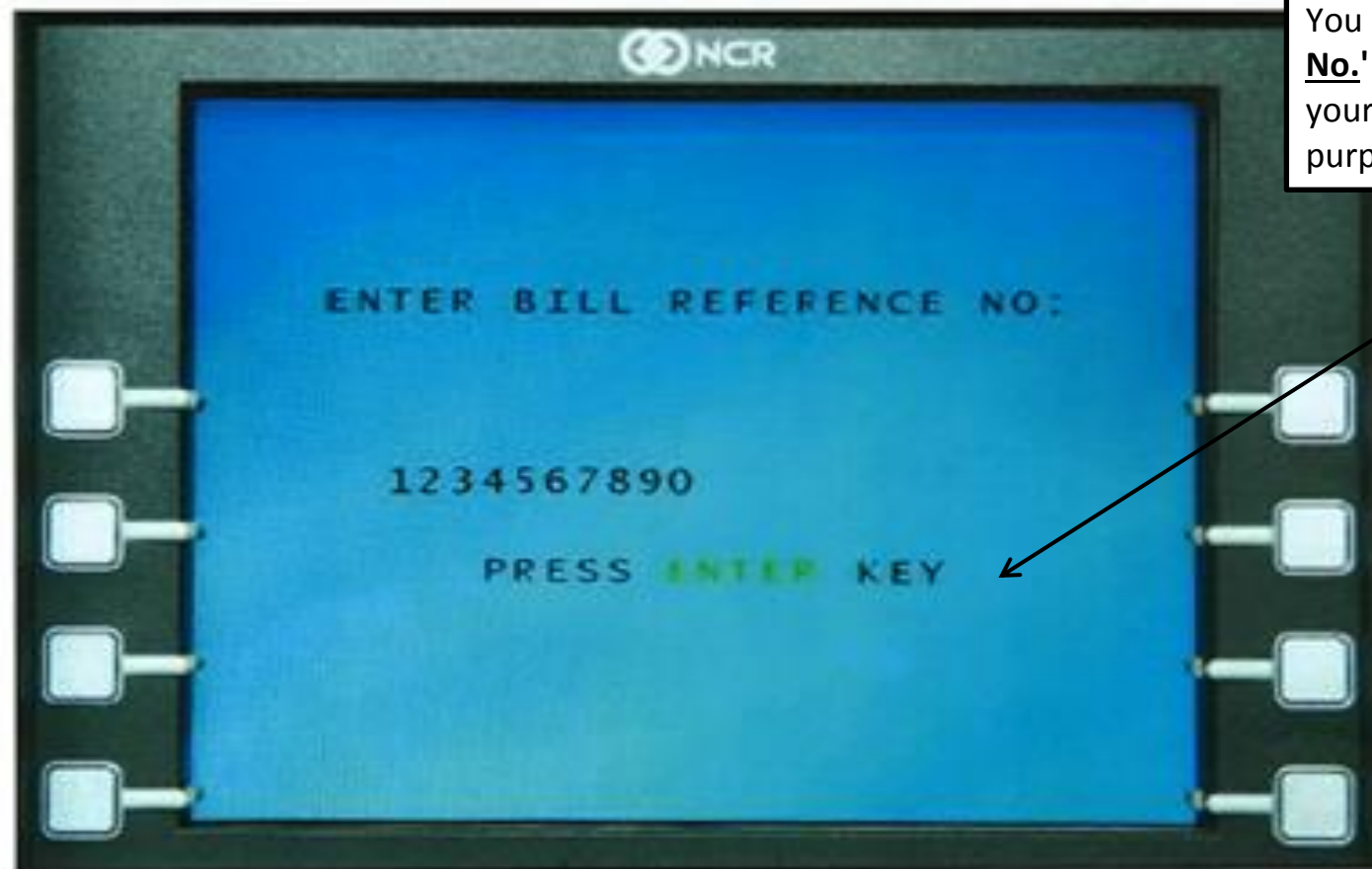
Step 2: Select 'Other Services' option followed by 'Credit Card/ Bill Payment' option.



Step 3: Select 'LASALLE'.



Step 4: Enter the Bill Reference No. accordingly.



*** IMPORTANT:**
You **MUST** Key in the **7 digit 'Bill Ref No.'** given on the top right hand side of your fee advice for identification purpose

Step 5: Enter the amount payable as per indicated in the fee advice.



Step 6: Press 'Confirm' to proceed with the transaction. Please remember to keep your transaction receipt for future reference or verification purposes.

