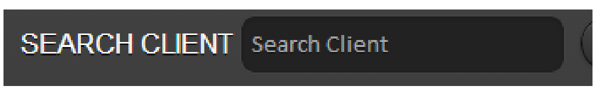
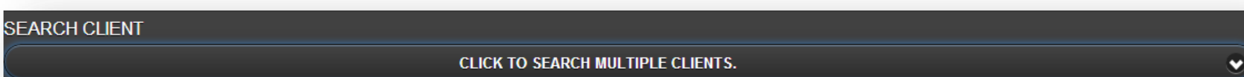
Payment History

This page is to view/Edit the Payment details of clients.

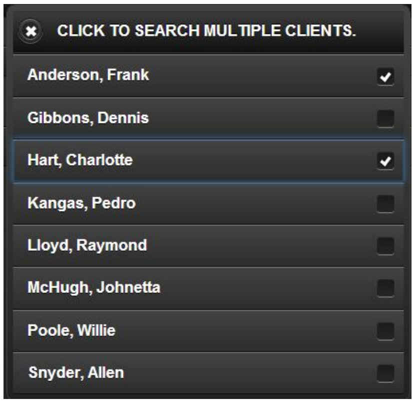
The clients can also be filtered out by selecting the Search client option.

Type the name of the client will filter the client names having those alphabets.

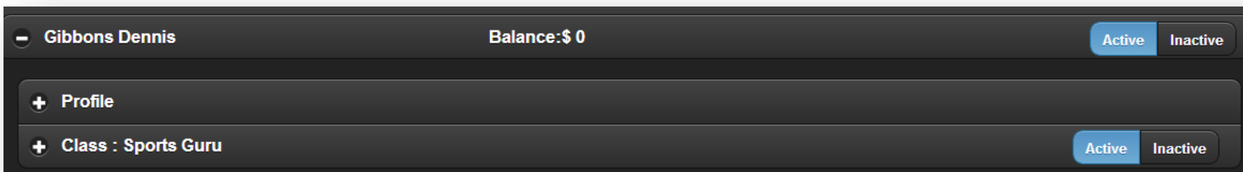




On clicking it will show a popup in which one or multiple clients can be filtered out.

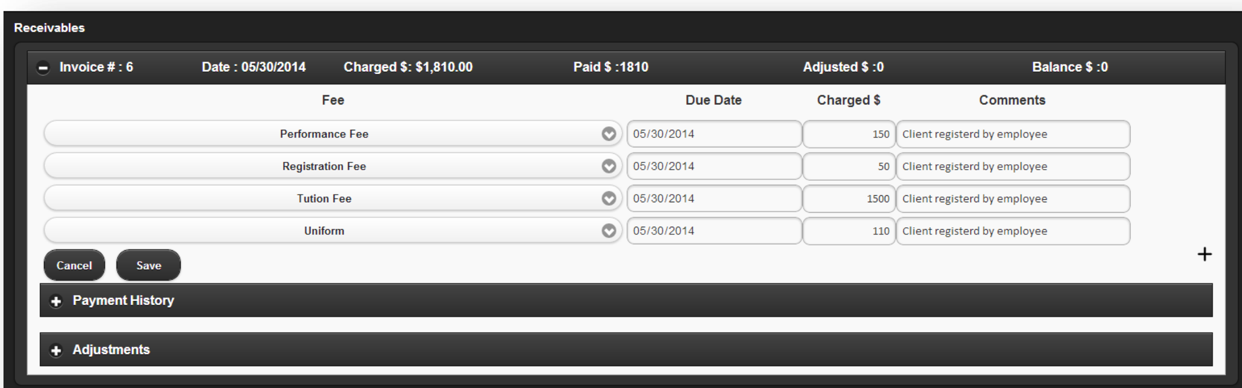


To make the changes, click on the client name which will expand and show all his/her details.



All the class enrolled by the Client will be listed out here. Click on the class to which Payment details to view/edited.

To make the changes in the Payment details click on the Payment History.



After making the changes click on save button to save.

Mandatory Fields

- Receipt Date.
- Receipt $

Pre-loaded Fields

- Receipt Date – By Default today's date.

Optional Fields

- Comments.