



PAYMENT METHODS

Mount Erin College offers Parents / Guardians several methods to pay College Fees. Core Curriculum Materials & Services charges and Essential Education Items, Electives and other charges can be paid by the following methods:

- **Compass** portal using Family logon to pay by Credit Card either in full or by payment plan as set out in **Compass portal**. All student charges are available through **Compass**.
- **Campion Booklist** (electives are not included on the booklist ,only Core Curriculum Materials & Services, Essential Education Items(resources) and Voluntary Contributions)
- **Bpay** BPay Biller Code 87361
 Biller Reference Number: PLEASE CONTACT THE ADMINISTRATION OFFICE TO OBTAIN YOUR BILLER REFERENCE NUMBER SPECIFIC TO YOUR STUDENT
 BPay Reference number also appears on College Statements please notify the Administration Office when payment is made by BPay, detailing what the payment is to be received to . **Where no advice is received the BPay amount received will be allocated against College charges according to priority.** Voluntary charges will only be allocated against once all compulsory charges have been paid in full unless advice is received to the contrary.
- **Eftpos** facilities are available at the Administration Office for personal payments. Please bring all paperwork with you when making payments.
- **Payment Plans** Payment Plans can be set up to suit any budget. Please contact Stephanie Marlow on 59716088 for an appointment
- **Credit Card** Payments through the **Compass Portal** are the preferred option to pay by credit card using your MasterCard or Visa only. Payments may also be made in person or by phone.
- **CentrePay** Centrepay is a free direct bill-paying service offered to customers receiving payments from Centrelink. You can choose to pay bills by having a regular amount deducted from your Centrelink payment. The College will accept amounts from \$10.00 per fortnight from Centre pay to be credited to the students account at the college. Please contact Kathy Halliday at the College Office on 5971 6037 for further detail of this option of payment. (A Brochure is enclosed)
- **Direct Bank Deposit** Direct deposit into our bank account is available on request. Please contact Kathy Halliday on 5971 6037 for details.

Credit Card Payment Details- Parent to Complete
Contact the Administration Office on 59716000 with any queries

Details for Credit Card Payments

- I wish to pay my account using credit card for the **full amount**. Credit card details supplied below.
- I wish to take advantage of the credit card automatic deduction.

--	--	--	--	--	--	--	--	--	--	--	--	--	--

Card Type VISA MASTERCARD

Expiry Date.....
 Signature.....

Authorisation is given for deductions nominated above, to be processed against the above credit card account on the specified dates. I will notify Mount Erin College of any changes to these details as soon as they occur. Details of dates and amount to be deducted have been provided to me. I agree that these amounts are correct.

Signature..... Card Holders
 Name..... Date.....

OFFICE USE ONLY

1ST PAYMENT 31/10/2014 \$..... **2ND PAYMENT 11/12/2014** \$ **3RD PAYMENT 13/03/2015** \$.....
4TH PAYMENT 15/05/2015 \$..... **5TH PAYMENT 26/06/2015** \$.....

WHILST EVERY EFFORT WILL BE MADE TO PROCESS PAYMENTS ON THESE DATES, WE DO NOT GUARANTEE PROCESSING ON THE DATES STATED. PLEASE ADVISE ADMINISTRATION OFFICE OF ANY CHANGES IN CARD DETAILS. REJECTED PAYMENTS WILL INCUR AN ADDITIONAL \$2.50 PROCESSING FEE

(COMPLETED and SIGNED PAPERWORK MUST BE RETURNED WHEN MAKING PAYMENTS)