BPOINT for Schools

Information Guide for Parents
Introduction

• BPOINT is an additional payment channel which is available to you to pay your school invoices.

• You can authorise to have your credit or debit card in a secure environment for approved payment plans (e.g. text book, school fees, camps etc.)

• The internet web link will provide you with a method of paying school invoices securely from your own computer.

• Check with your school and ask if they are using BPOINT.
Payment Options

- BPOINT offers several payment options to parents including:
  - Internet Payment via Web Link
  - Single direct debit
  - Re-occurring direct debit
Internet Payment via BPoint Web Link

• The Internet Payment option will be available in Term 1, 2015

• Link will be available on your school website.

• You will need the Customer Reference Number (CRN) printed at the bottom of your invoice.

• The BPOINT and BPay CRNs are the same.
Internet Payment via BPoint Web Link

- Enter the CRN provided on the school invoice
- Enter the Invoice Number
- Enter the Student Name
- Enter amount and select Visa or Master Card
- You will receive a BPOINT transaction confirmation for your records.
Single Payments

- The school may process a single direct debit payment in real-time via phone, fax, mail or in person.

- You will be required to provide the CRN quoted on your invoice and the invoice number, amount to be debited and credit card details.

- BPOINT accepts MasterCard and VISA Credit Cards.

- The school will provide you with a BPOINT transaction confirmation reference number for your records.
Re-occurring Direct Debit Payments

• You are able to authorise the school to process re-occurring payments to pay for school fees and invoices, as agreed under a payment plan.

• These payments may be scheduled weekly, fortnightly, monthly or per term depending on the school and payment type.

• You will be required to complete an authorisation form and provide it to your school office.

Please contact your school office if you wish to arrange a re-occurring payment.
Further information and contacts

Please contact the school office
(07) 3824 9222
for more information about using BPOINT.