



# 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





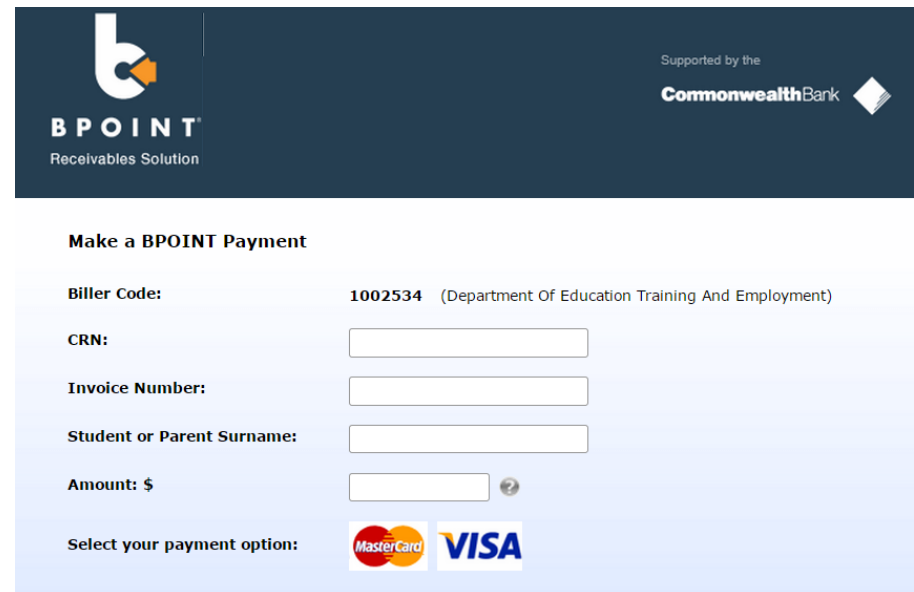
# Internet Payment via BPoint Web Link

- 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.



**BPOINT**  
Receivables Solution

Supported by the  
**CommonwealthBank**

**Make a BPOINT Payment**



**Biller Code:** 1002534 (Department Of Education Training And Employment)

**CRN:**

**Invoice Number:**

**Student or Parent Surname:**

**Amount: \$**  ?

**Select your payment option:**  





# 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.



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# 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.



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# Further information and contacts

Please contact the  
school office  
(07) 3823 8588  
for more information  
about using BPOINT.



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