

# Online Secure Payment Instructions Using Quickweb



## ERINDALE COLLEGE

The College in our Community

### Payment Details

Fields marked with an asterisk (★) are mandatory.

The process for making a payment is as follows:

1. Fill out all the required fields on this page.
2. Fill out credit card payment details on the next page.
3. Review and confirm your payment details on the confirmation page.
4. Review your payment receipt and optionally print it, or send it as an email.

#### Student Details

Student Registration Number

The 7 digit number on the student ID card, if known

★ Student Key

Usually the first 5 characters of the student's  
Surname and first character of their Given Name

★ Given Name

★ Surname

Class / Year Level

#### 1. Fill out all required fields

- If the student registration number is not known, please leave blank
- Student Key is the first 5 characters of the student's surname & first character of their given name.
- Family Key is the first 5 characters of the family's surname & first character of their given name

#### Payer Details

Family Key

Usually the first 5 characters of the family's  
Surname and first character of their Given Name

★ Full Name

★ Contact Phone Number

e.g. 0249512345 or (02)49512345

★ Contact Email Address

#### Payment Options

Please select which items you would like to make a payment or donation for:

- ☐ Voluntary School Contributions
- ☐ Library / Building Fund Contributions
- ☐ Subject Contributions
- ☐ Excursions
- ☐ Sport
- ☐ Other

#### 2. Select item you would like to pay for Eg. Select Voluntary School Contributions if you are paying for Contributions

Total Payment Amount \$

Click **Next** to proceed to the payment page where you can enter credit card details for your payment.

[Cancel](#) [Next](#)



# Online Secure Payment Instructions Using Quickweb

## Payment Options

Please select which items you would like to make a payment or donation for:

☒ Voluntary School Contributions

★ Fee Code / Payment Description 1

★ Payment Amount 1

Add Payment

☐ Library / Building Fund Contributions

☐ Subject Contributions

☐ Excursions

☐ Sport

☐ Other

Total Payment Amount

\$ 0.00

Click **Next** to proceed to the payment page where you can enter credit card details for your payment.

Cancel

Next

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We're a bank you can bank on.



## Payment Options

Please select which items you would like to make a payment or donation for:

☒ Voluntary School Contributions

★ Fee Code / Payment Description 1

★ Payment Amount 1

Add Payment

☐ Library / Building Fund Contributions

☐ Subject Contributions

☐ Excursions

☒ Sport

★ Fee Code / Payment Description 1

★ Payment Amount 1

Add Payment

☐ Other

Total Payment Amount

\$ 0.00

Click **Next** to proceed to the payment page where you can enter credit card details for your payment.

Cancel

Next

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3. Write in an appropriate description  
Eg. Term 1 Voluntary Contributions

4. Enter in amount to be paid

For 1 payment select Next to  
continue to secure payment page

## Paying multiple items:

5. Write in an appropriate description  
for 1<sup>st</sup> payment Eg. Term 1 Voluntary  
Contribution.

- Add amount to be paid

6. Select 2<sup>nd</sup> item to be paid Eg. Select  
sport

- Write in appropriate  
description Eg. ESA fees 2024

7. Enter total amount to be paid

8. Select Next to continue to  
secure payment page

If you have any issues using this format of payment for your child's fees, please feel free in contacting the College on 6142 2977 or by emailing [info@erindalec.act.edu.au](mailto:info@erindalec.act.edu.au) for assistance.