



# Financial Payment Options



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Leanne Matheson  
PRINCIPAL

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DEPUTY PRINCIPALS

Dear Parents

At Undurba State School we would like to ensure making payments to the school is as convenient and seamless as possible for you.

We offer a number of options for paying your invoices.

These are:

- BPoint (is the department's preferred method of payment)
- QParents
- CentrePay
- EFTPOS
- Direct Deposit

We have also included:

- Anticipated costings of excursions.

Should you be facing financial difficulty please make an appointment upon notice of the intended excursion with the Business Manager to discuss payment plan options.

Please note we do not accept payment for excursions after the cut-off date which is identified on the permission letters.

Regards

Leanne Matheson  
Principal

# BPOINT for parents

## Parent initiated internet payments

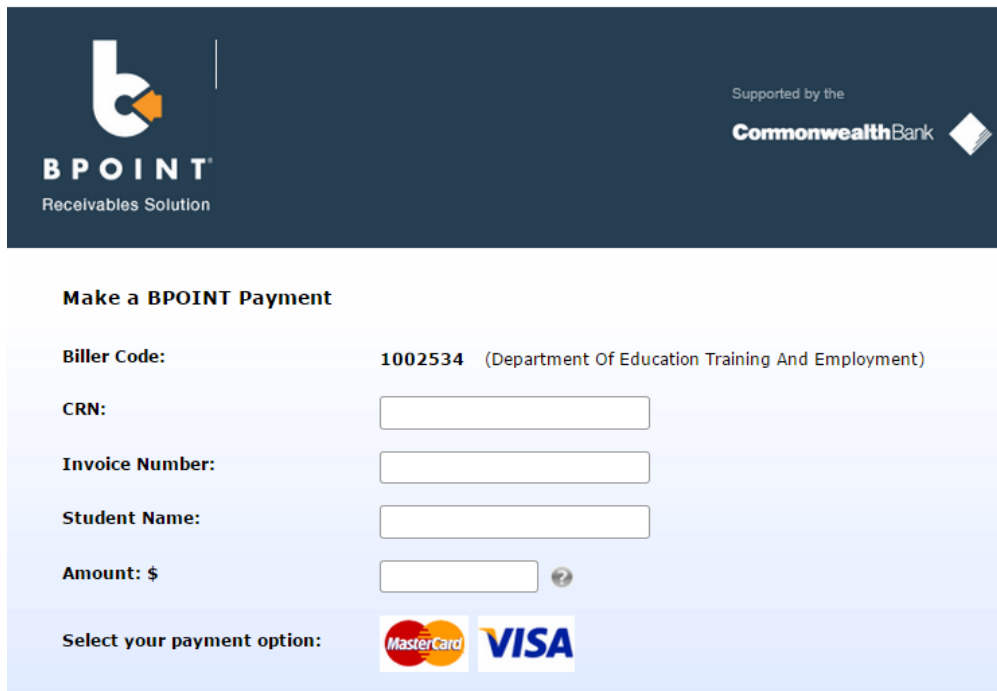
(Visa or MasterCard branded credit and debit cards)

### Step: 1

- Go to the Undurba State School website ([www.undurbass.eq.edu.au](http://www.undurbass.eq.edu.au)) and click on the BPOINT link located on the school website. This is located under Support and Resource Tab > Payments.
- Alternatively you can type <https://www.BPOINT.com.au/payments/dete> into your web browser.
- The Web Link is also available on your invoice.
- The Web Link will open up a new secure payment window.

### Step: 2

Enter payment information into the display fields, CRN, invoice number, student name and amount. This information can be found on the invoice provided to you by your school.



**Make a BPOINT Payment**



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

**CRN:**

**Invoice Number:**

**Student Name:**

**Amount: \$**  ⓘ

**Select your payment option:**  

You will find further details of your student codes on the bottom left hand corner of your invoice.

Please note that payments processed through this method will not be issued a receipt through the school. If you need a receipt please select the email receipt once your payment has been processed.

**Make a BPOINT Payment**

Billier Code: 1002534 (Department Of Education T...

CRN:

Invoice Number:

Student Name:

Amount (AUD):

Select your payment option:

**TAX INVOICE**

INVOICE NUMBER: 00000  
 INVOICE DATE: 7-Nov-2014  
 INVOICE REF.: 0000  
 DEBTOR ID: 000000  
 ORDER NUMBER: 000000

David Bond  
 74 SUNSHINE AVENUE  
 MORNINGTON QLD 4394

Ryan Bond EQ Id: 000000000000G

Item Description	Quantity	Item Price	Inv. Amount
Camp	1.00	260.00	260.00
<b>GST TOTAL:</b>			<b>0.00</b>
<b>INVOICE TOTAL:</b>			<b>260.00</b>

Full payment of Student Resource Scheme fees are required to participate in this program

**ALL 4 fields MUST be filled in!**

**Online Card Payment**

CRN: 0000000000

Invoice No 00000

This invoice can be paid by card via BPoint  
<http://www.bpoint.com.au/payments/dete>

**PAYMENT METHODS**

Billier Code: 000000  
 Ref: 000000000000

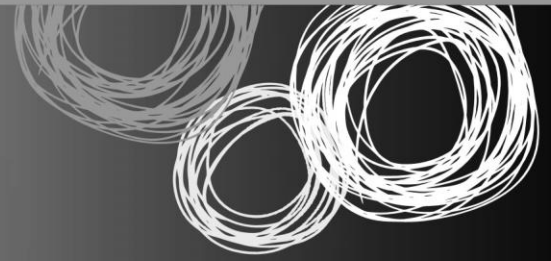
Telephone & Internet Banking – BPAY®  
 Contact your bank or financial institution to make this payment from your cheque, savings, debit, credit card or transaction account. More info: [www.bpay.com.au](http://www.bpay.com.au)

- In Person at
- Cheque payable to " - [ ] "
- Direct Debit – A Direct Debit Request form is available from the school office for processing by the school
- Centrepay Deduction – Payment by Centrepay deduction can be arranged through the schools office

Via EFTPOS, Cash or Money Order

CRN: Customer Reference Number

**Phone Number for assistance: 1300 631 073**



Your child's educational  
journey in your hands

# QParents

Access your child's student information online and  
stay connected to your school.

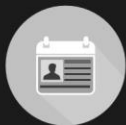
Anywhere, anytime:



report cards and assessment



timetables and class times



attendance records



invoice and payment details



online payments and much more



Visit [qparents.qld.edu.au](http://qparents.qld.edu.au)

Register online for QParents then scan to download the free iPhone app

# QParents

## Registration Process for parents

Please note: Your registration progress cannot be saved. Before you begin your registration, you will need to have on hand:

1. Your QParents invitation email
2. Documents for identity verification (see item 1)
3. Your child/children's EQID (Education Queensland Identification number) (see item 3)

**1** Click on the link in the QParents invitation email.

### Register as a QParents Account Owner

Dear John

You have been nominated as the QParents Account Owner for Janie Citizen by Purple State School. To register for QParents you will need:

1. Your unique invitation code
2. 100 points of identification to verify your identity online
3. Your child's (or children's) EQID(s)

[click here to begin the registration process](#)

**2** You will be taken to the QParents portal with your unique invitation code already entered. Click 'Next'.

### Invitation code

Please enter your unique QParents invitation code.

Invitation code

What is this?

[Next](#) >

**3** Read the Privacy Statement and the QPAO terms and conditions. If you agree to these, tick the 'Read and understood' check-boxes for both and click 'Accept'.

**4** Select 'Yes' if you are the person linked to the code you entered, and 'No' if this is your first time registering a QParents account. Then click 'Verify identity'.

### Invitation code

This invitation code is registered to **John Citizen**. If this is not you, you must NOT proceed with the registration process.

Is this you?

Yes  No

Do you have a QParents login?

Yes  No

[Verify Identity](#)

**5**

You will now need to enter details from your identity documents.

1. Select the first document you will use.
2. Enter the requested details—they can be found on your identity document. When you have done this, click 'Submit details'.
3. Repeat steps 1 and 2 until you have reached 100 points. Then click 'Finish'.
4. If you can't reach 100 points, you may click 'Not enough ID?' to continue your registration. You will need to attend the school to present your ID.

**Verify your Identity**

To verify your legal identity, you will need to provide 100 points of ID using a combination of identity document types from the list below.

**1** Select which sources of identification you wish to use from the list below.

**2** Start entering the details below. Click 'Submit Details' after each source is entered.

<p><b>Other's License (20 points)</b></p> <p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>Medicare Card (20 points)</p> <p>Australian Passport (20 points)</p> <p>Australian Citizenship Certificate (20 points)</p> <p>Australian Birth Certificate (20 points)</p> <p>Australian Marriage Certificate (20 points)</p> <p><input type="checkbox"/> Pending include completing your verification?</p> <p><input type="button" value="CANCEL"/></p>	<p><b>Queensland Driver's Licence (20 points)</b></p> <p>Please provide your QLD driver's licence details so we can verify them with the QLD Government. Your licence details will be submitted to the Australian Government Document Indication Service.</p> <p>License number *</p> <p>First name * Middle name * Last name *</p> <p>Date of birth (DDMMYYYY) *</p> <p><input type="checkbox"/> I agree my above information is shared with the owner of Child Care Centre</p> <p><input type="button" value="SUBMIT DETAILS"/></p>
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## Item 1: ID

The following documents can be used to verify your identity **online**. Each identity document is worth a certain number of points. To complete online registration you will need to verify 100 points of documents.

Australian Passport	50 Pts
Australian Driver Licence	50 Pts
Medicare Card	20 Pts
Australian Birth Certificate	50 Pts
Australian Marriage Certificate	40 Pts
Australian Citizenship Certificate	40 Pts
Change of Name Certificate	40 Pts
Australian Visa (foreign passports)	20 Pts

If you are unable to verify 100 points of ID online, you may still create an account. However, to complete your registration, you will need to attend your school to present the relevant amount of ID in person. Full instructions will be emailed to you upon creation of your account.


If you have any questions or require assistance with registration, please contact 13 QGOV (13 7468), or visit <https://qparents.qld.edu.au/#/help>





## Item 2: ID HELP

If you are having trouble verifying a birth certificate or marriage certificate, the following tips might help:

1. You must be referring to a full birth certificate, not an extract.
2. Make sure you enter your name as it appears on the birth or marriage certificate, even if your name has changed.
3. Click on the question mark  next to the field you are having trouble with to see an example document.
4. Please see our help guide if you are still having trouble:  
<http://qparents.qld.edu.au/#/help>

**6** You should now create your account. Make sure you use the 'Create an Account' form on the left of the screen.

1. Enter the email address you want to use with QParents. It should be one you check regularly.
2. Enter a password of your own choice. It must be at least eight characters long and contain at least one number and one special character.
3. Enter your password again.
4. Enter your mobile phone number.

Create an account	
Email address	<input type="text"/>
Password	<input type="password"/>
Confirm your password	<input type="password"/>
Mobile phone number	<input type="text"/>
<div style="display: flex; justify-content: space-between;"> <span>Cancel &gt;</span> <span>Submit &gt;</span> </div>	

**7** An email is sent to the email address you entered in Step 6. Click on the link in this email to verify your email address and activate your account. The email must be verified within 30 days of registration, or you will need to register again.

You are taken to the QParents login page. Log in using your email address and the password you chose in step 6.

Login	
Email address	<input type="text"/>
Password	<input type="password"/>
Login >	

**8** You now need to add your students. Enter the EQID (see item 3), school year, and school name, then click 'submit'. If you have been nominated as the QPAO for another child, click 'Add another student' and repeat this process. Once you have added all your students, your registration and account set-up is complete.

Details of student to be added	
EQID	<input type="text"/> <small>What is this?</small>
Year level	<input type="text"/> <small>Which year level should I select?</small>
School	<input type="text"/> <small>Which school should I select?</small>
<div style="display: flex; justify-content: space-between;"> <span>&lt; Back</span> <span>Submit &gt;</span> </div>	

## Item 3: EQID

Every school student has an EQID. It consists of 10 numbers and one letter. You can find it on your child's student ID card (the numbers under the barcode), report cards, or school invoices, among other documents. Please contact the school directly if you cannot find your student's EQID.

**9** A final check is conducted at your child's school before approval. You will be notified by email when this check is complete and will then have access to all of the features in QParents.

# Enjoy!

If you have any questions or require assistance with registration, please contact 13 QGOV (13 7468), or visit <https://qparents.qld.edu.au/#/help>



## Centrepay

Centrepay is a free and voluntary service offered by the Commonwealth Government to Centrelink payment recipients. Eligible parents can use Centrepay to pay bills and expenses, like education fees, as regular deductions from their Centrelink payments.

Minimum deduction per fortnight is \$10.00. Parents may choose an end date for deductions or specify a target amount. Regular deductions will cease automatically once the end date or total target amount has been reached.

### How to set up Centrepay

It's easy to set up Centrepay deductions. You can do this online via your MyGov link or in person at a branch,

To complete this process

- Your Centrelink customer reference number (CRN)
- Please reference Undurba State School by using Service Provider Reference Number 555-122-806-C
- Reason for Payment : Educational Services

Choices you will need to make:

- How much you want to deduct each fortnight
- When to start the deductions
- When to end the deductions (*we can help you with that too by calculating predicate expenses for you child*)

You can even keep track of your deductions online each fortnight to make sure they're correct.



## EFTPOS

Electronic funds transfer at point of sale (EFTPOS) allows schools to receive funds from debit and credit cards at point of sale. Funds are transferred to the school bank account by daily settlement transfer.

Our school accepts MasterCard, Visa and all Australian bank, building society and credit union cards. Payment from American Express cards is not accepted.

Minimum EFTPOS is \$10.00.

## Direct Deposit

You can also direct deposit into the school account.

Please note:

To use as reference your child's name or your child's EQ ID which is identified on the invoice.

Direct Deposit is to be paid to:

UNDURBA STATE SCHOOL

BSB: 064 122

Account: 00090380

## Anticipated Financial Costs – invoices / excursions

Below costs were based on 2019 financial invoices.

Please note that Undurba State School offers non-financial as well as financial excursions all aligned to the curriculum to enhance student learning outcomes.

Prep	Butterflies	Term 1	\$ 3.50
Year 1	Raw Art	Term 2	\$ 9.50
Year 1	Science	Term 3	\$11.70
Year 1	Swimming	Term 4	\$ 60.00
Year 2	Swimming	Term 1	\$ 60.00
Year 2	Historical Village	Term 3	\$19.50
Year 3	Farm Excursion	Term 2	\$ 31.00
Year 3	Swimming	Term 4	\$ 60.00
Year 4	Raw Art	Term 2+3	\$ 17.00
Year 5	Gala Day	Term 1	\$ 7.50
Year 5	Gala Day	Term 2	\$ 7.50
Year 5	Gala Day	Term 3	\$ 7.50
Year 5	Bike Ed	Term 2	\$ 19.00
Year 5	Living History	Term 4	\$ 15.00
Year 6	Camp	Term 1	\$ 390.00
Year 6	Gala Day	Term 1	\$ 7.50
Year 6	Gala Day	Term 2	\$ 7.50
Year 6	Gala Day	Term 3	\$ 7.50
Year 6	Graduation Week	Term 4	\$ 30.00
Year 6	Raw Art	Term 3	\$8.50
Aerobics	Aerobics	Term 1+2	\$ 100 plus uniform costs
Arts	Fanfare	Term 2	\$ 10.00
Arts	Pine Rivers Show	Term 3	\$ 5.00
Arts	Advance Music Workshop	Term 3	\$ 65.00
Arts	Peninsula Music Festival	Term 4	\$ 7.50
Instrumental Music	Program tuition	for year	\$ 20.00 plus uniform costs
Instrumental Music	Hire of Instrument	for year	\$ 60.00
Stage Crew	Uniform (shirt)		\$ 30.00