

CAIRNS STATE HIGH SCHOOL



CAIRNS

State High
The best we can be.

BPOINT eDDr PAYMENT INSTALMENT PLAN

Name of Parent/Guardian: _____

Name of Student/s & Roll Class: _____

Contact Phone No: _____

Email Address: _____

Payment of (please circle): **SRS FEE** and/or **SUBJECT FEES**

***To enter into a payment Plan all outstanding Fees must be settled in full.
(All fees must be paid in full by no later than end of Term 3)**

**This Payment Plan does not include Excursions, Snr Jackets/Shirts/Jerseys,
Formal/Informal Tickets or any other extra curriculum activities**

BPOINT Electronic Direct Debit Registration (eDDR) Process



Electronic Direct Debit
Registration (eDDR)

BPOINT eDDR is a payment solution that enables parents/guardians to set up payment plans on invoices to pay them off through the school year (For example: SRS Fees)

1. School sends parent/guardian an email with the BPOINT eDDR Link
2. Parent/Guardian clicks on the BPOINT eDDR Link and the registration page opens up with all relevant information pre-filled
3. Customer registers their payment method (credit/debit card or bank account) and receives a confirmation email detailing the agreement
4. Customer receives a reminder email the day before their payment is due to be charged

Name of Student (1):

*Ensure the name is no longer than 20 characters

Invoice Number Invoice Number related to payment plan	
Schedule Amount *Maximum amount is \$499.99 per instalment	
Frequency Weekly, Fortnightly, Monthly or Quarterly *These are the only 4 options available to customers	
Start Date Payment Plan start date, minimum - a week from today's date.	
Number of Payments *Only between 2 and 30 (all fees must be paid by Term 3)	

Name of Student (2):

*Ensure the name is no longer than 20 characters

Invoice Number Invoice Number related to payment plan	
Schedule Amount *Maximum amount is \$499.99 per instalment	
Frequency Weekly, Fortnightly, Monthly or Quarterly *These are the only 4 options available to customers	
Start Date Payment Plan start date, minimum - a week from today's date.	
Number of Payments *Only between 2 and 30 (all fees must be paid by Term 3)	

INSTALMENT PAYMENT DATES

If a scheduled eDDR transaction declines due to insufficient funds on the nominated card or bank account, the school will then contact the customer to obtain a manual payment of that instalment. BPOINT will try and debit the next instalment as per the agreement.

For overdue accounts; The Principal may undertake debt recovery action for the overdue participation fee including, where warranted, referral to an external debt collection agency. This may result in extra costs being incurred by the parent/carer.

Without limiting any other action the Principal may take in accordance with these terms and conditions, subject to the above clause, the Principal may withdraw a student's participation in the scheme due to non-payment of a participation fee, and/or may require the return of items provided by the scheme for the temporary use of the student, and/or may withhold the giving of any further items under the scheme until the debt is paid.

I acknowledged that I have read and understood the terms and conditions of this Payment Plan and will adhere to same:

Signature of Parent/Guardian: / / 20__

Approval Signature of Principal: / / 20__