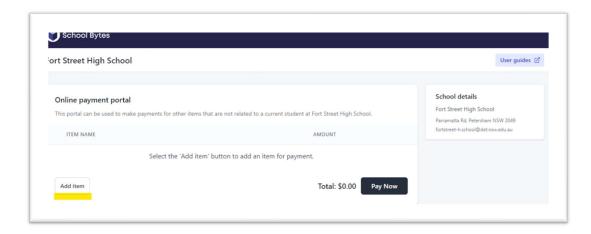
## How to Pay Your Application Fee to Fort Street High School

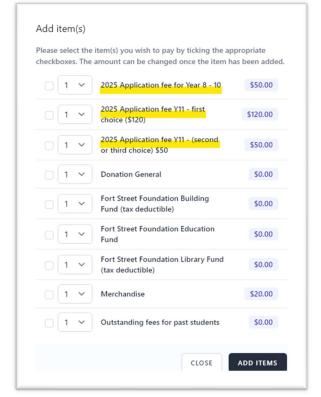
## **IMPORTANT INFORMATION**

To be included in the ACER HAST, the application fee payment MUST be made online **before 2pm on Friday 26 July, 2024**. Not late fees will be accepted or considered.

- 1. Application fees must be paid using this link to **online payments**.
- 2. You will need to select Add Item from the bottom left-hand corner.



- 3. A pop-up box will appear where you can select the appropriate application fee. Choose one of the follow options:
  - 2025 Application fee for Year 8-10
    \$50 OR
  - 2025 Application fee for Year 11 (first choice) \$120 - select this option if your child is applying for Year 11 and Fort Street High School is there FIRST choice OR
  - 2025 Application fee for Year 11
     (second or third choice) \$50 select
     this option if your child is applying
     for Year 11 and Fort Street High
     School is there SECOND or THIRD
     choice.



4. Tick the box to the left of the appropriate application fee then click on the black **Add Item** button.

- 5. On the next screen select Pay Now.
- 6. Select the Payment Type Future Student.
- 7. In the **Comment** field please include the following information:
  - 1. Applicants Full Name
  - 2. Applicants Date of Birth
  - 3. Year applying for (if applying for Year 11 please state first, second or third choice).
- 8. Enter your **Name**, **Contact Phone Number** and **Contact email address** in the relevant fields.
- 9. Then select the black **Pay** button at the right-hand corner of the screen.
- 10. On the next screen enter your payment details and then click on **Validate Card.**
- 11. Once your card has been validated click on Pay now.
- 12. Once the payment is complete you will be emailed a copy of your receipt. *Please keep a copy of this receipt for your records.*

