



Please note:

- Unless a Payment Plan is in place, **Student Resource Scheme, User Pays** and **Elective Subject** levies must be paid prior to paying for recreational/extracurricular activities.
- Funds held on **Student ID Cards** can **only** be used for photocopying or to purchase from the Canteen or the Uniform Shop.

If you have any queries regarding the following options, please contact the Accounts Receivable staff on 3291 4106 or email accounts@brisbaneshs.eq.edu.au.

INVOICE PAYMENTS

QPARENTS - (<https://qparents.qld.edu.au> OR download the QParents app)

Negative amounts (credits) - these may relate to a prepaid activity that hasn't yet been invoiced. Take this into account when making payment. **If you wish to have credits on your account applied to invoices, please contact the Accounts Receivable staff on 3291 4106.**

BPOINT - Click on the BPoint link located on your Invoice or Statement.

Billers Code: 1002534

a) If paying on a single **invoice**, all details will pre-populate.

b) If paying on a **STATEMENT**:

- To pay a **SINGLE** invoice, enter the relevant **invoice number**.
- To pay **ALL** invoices on your statement, enter the **first invoice number** listed.
- Enter your student's full name.

If a negative amount (credit) is listed on your statement, this may relate to a prepaid activity that hasn't been invoiced. Take this into account when making payment.

IN PERSON

- Payment is accepted by Eftpos, Credit Card (Mastercard or Visa), cash or cheque.
- The finance counter at B Block Student Services Centre is open:

Mondays - 8.00am to 3.00pm

Tuesdays to Fridays - 8.00am to 4.00pm

Please do not attend during student lunch breaks. No on-site parking is available.

NON-INVOICED items

To pay for an activity that hasn't been invoiced, please follow the payment instructions contained in the information letter provided for that activity.

PAYMENT PLAN - *Centrepay, Credit Card, Direct Debit*

Please contact our Accounts Management Officer on 3291 4106 or email accountsmanagement@brisbaneshs.eq.edu.au.