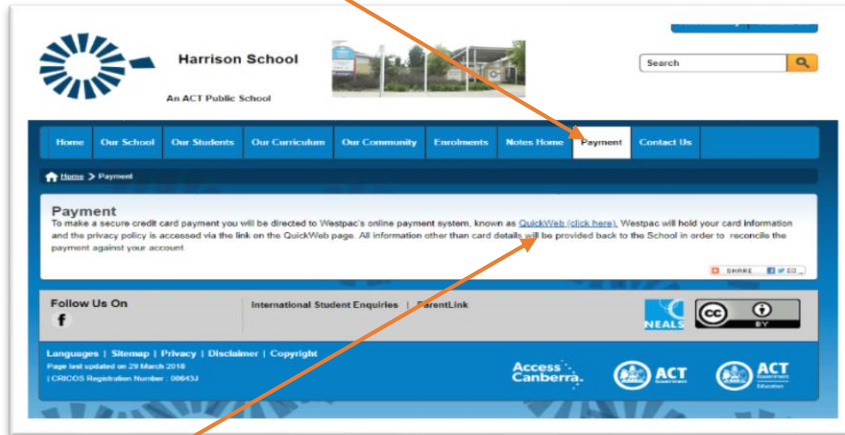# HARRISON SCHOOL
QUICKWEB ONLINE INSTRUCTIONS

To make a QuickWeb payment please follow the instructions below:

Go to: Harrison School website http://www.harrison.act.edu.au/

- Select the payment tab (click here)

- QuickWeb (click here) or follow the direct link: QuickWeb link

Enter payment details: ensuring that you enter the following details:

- Student Key – The first 5 characters of the student's last name/Surname and the first character of their first name EG: JONESK or as per the note
- Students first name ⟹ Students last name /surname
- Family Key –The first 5 characters of the family's last name/Surname and first character of their first name EG: JONESB
- Parent email address ⟹ contact phone number
- Select the item that you are making a payment/donation for (EG: Athletics Carnival)
- Fee Code (This is found on the notes sent home or on the website under Notes Home)
- Enter the payment amount ⟹ Click Next ⟹ Next Screen -Payment Details

You will then be asked to confirm payment details. Once payment is confirmed you will receive a receipt.

The preferred transaction method is QuickWeb, but Cash, Credit Card and EFTPOS (Over $10) is accepted.