# Updated Version - Online School Payment Facility

We have a new version of Easy Payments Plus to allow you to pay school expenses securely online with your debit or credit card.



**\*\*\*We would encourage ALL parents to avail of this facility\*\*\***

**ACTIVATION – PLEASE ACTIVATE YOUR ACCOUNTS AS PROMPTLY AS POSSIBLE:**

- **Even if you have already registered** with Easy Payments Plus (EPP) before, you will need to **Activate** your new EPP account the first time you use our new version.
- During this activation process, you will be asked to input an email address and password, which should be the **same** as you have been using.   (You will also be able to view all payment history on the original School's EPP account.)
- Click on the Easy Payments Plus button on the school's website.
- Select **Activate Account** on the menu at the top of the screen.
- You are asked for your mobile phone number and surname (that is the Parent/Guardian surname).
- You will then receive an activation code via text message to your phone.
- Input this code together with your email address and a password to activate your account.
- You can then use this email address and password to login and make payments.

**PAYMENT**

- Go to the school's website and select the Easy Payments Plus button.
- Login using the email address and password you input during account activation.
- Follow the instructions to select the item(s) to pay and enter your card details.
- You will receive a receipt via email for every payment you make.
- From then on you can login to your account at any time and look at payments you have made and any instalments you have setup.
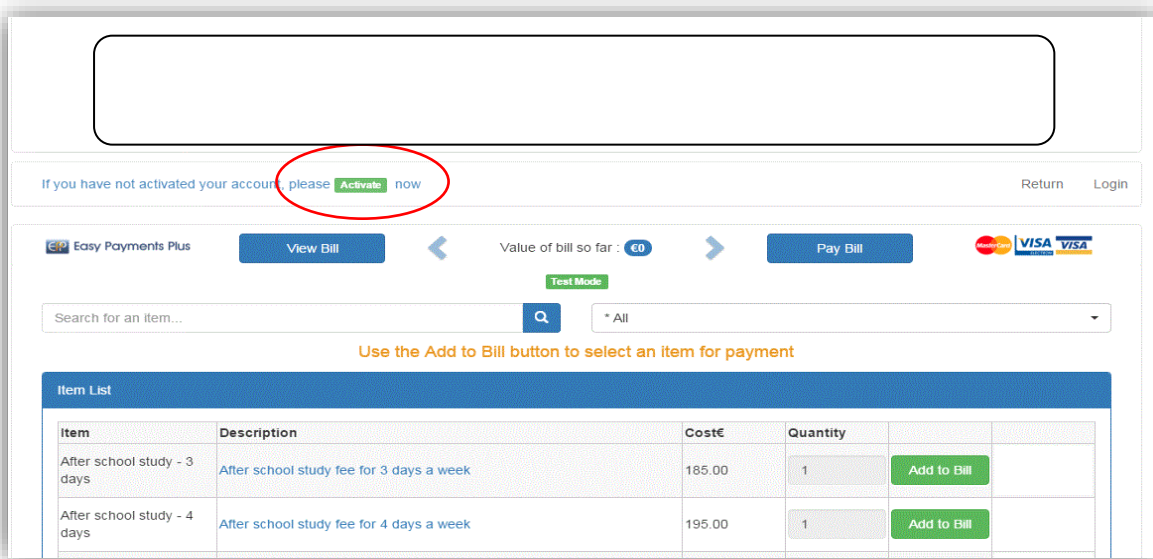
**SECURITY**

- All payments are processed using SSL (Secure Socket Layer) technology, which ensures the security of the transaction as it is being processed.
- All payments are processed by a PCI (Payment Card Industry) compliant payment processor, which ensures all card holder's data is managed securely.

If you have any questions please do not hesitate to contact the school.

## How does a parent activate their account?
1. Go to the school's website.
2. Click on **Activate** button.



3. Input mobile number and surname (as per the school's records).



4. Easy Payments Plus will try to match the above data against the school's EPP database. If a match is successful, then the parent will be texted a code to their mobile phone.

The parent then completes their account activation by inputting the data on the screen below:

**Mobile Number**

0872856490

**E-Mail Address**

**Activation Code**

**New Password**

**Retype New Password**

ON

**Tick if you want to receive text notifications from Demo Account Secondary Schools**

ON

**Tick if you want to receive email notifications from Demo Account Secondary Schools**

ON

**Select if you want to receive news and offers from Easy Payments Plus**

**Activate Account**