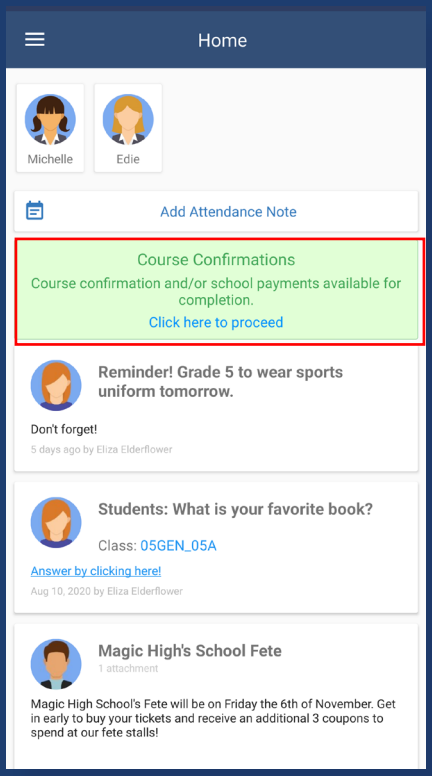
Compass Guides

How to pay your school fees with Compass

We think that school fees should be easy. Follow our simple steps to complete your student's course confirmations and payments, on the portal or through the app.

1 Login to your Compass Portal App or webpage and click on the link for **'Course Confirmations'** above your news feed.



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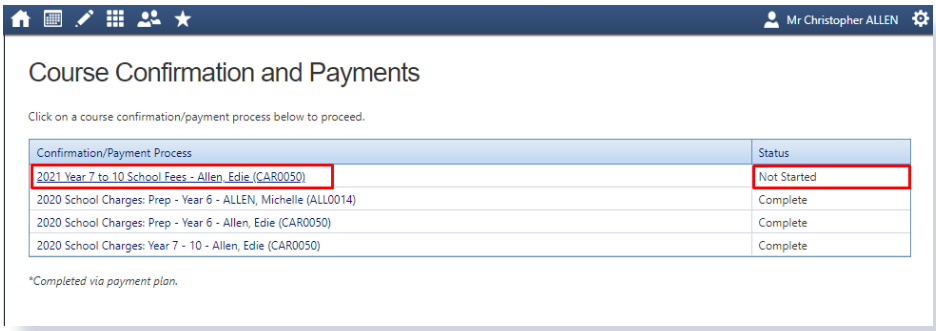
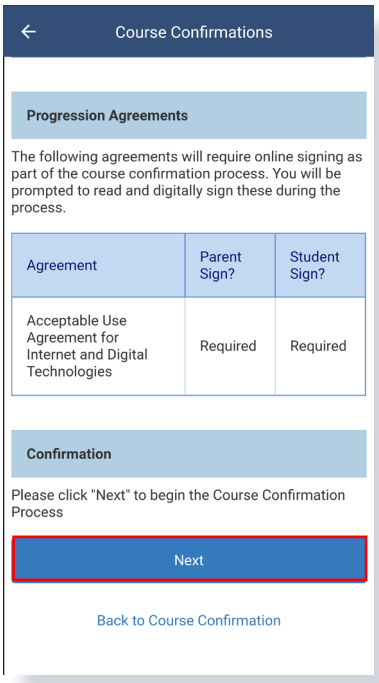
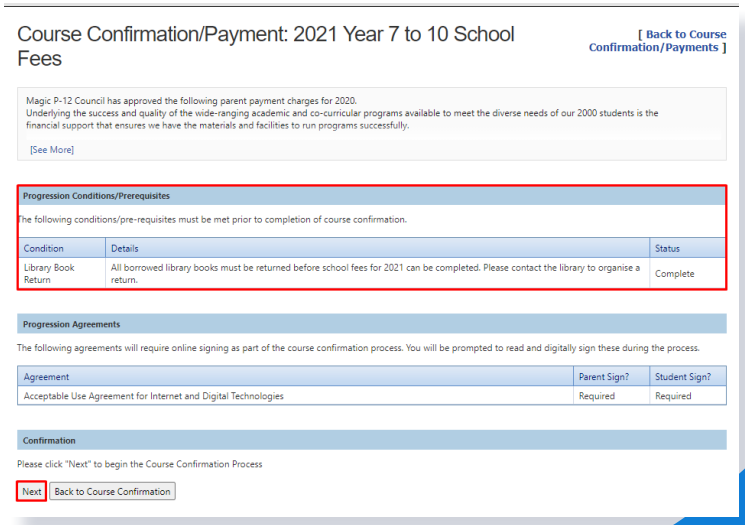
2 Select the Course Confirmations template you wish to complete



3 Complete any conditions

If your school has specified any conditions that you must meet before you can complete this template, it will show here. If the condition is 'not complete' you must contact the school to complete this. Once the condition is complete, you will be able to click 'Next' down the bottom of the page





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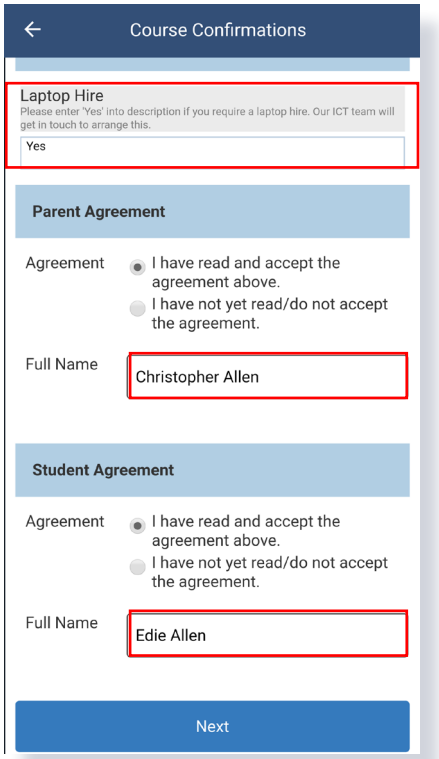
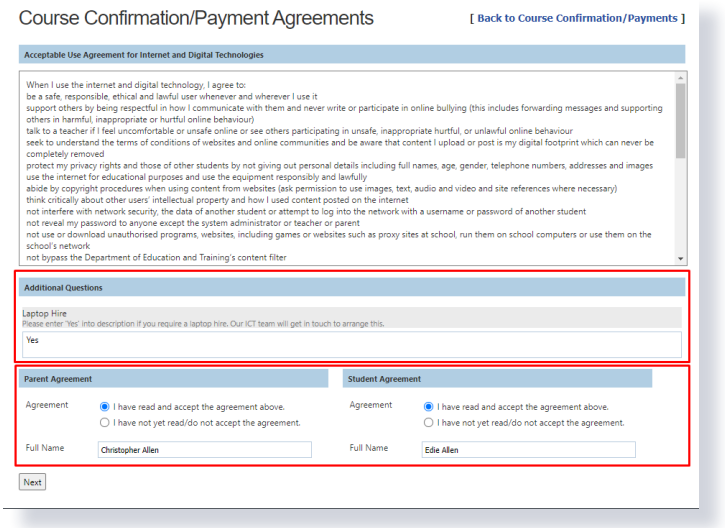
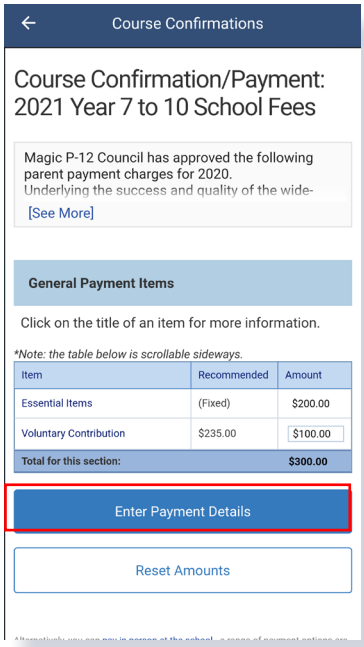
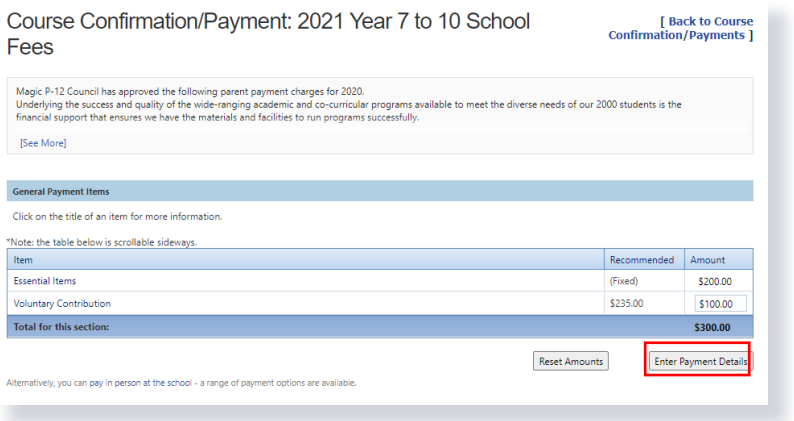
4 Answer any questions and sign any agreements by writing your full legal name





5 Specify and confirm your payment amounts, and continue to payment.

Please note: Compass only accepts an Australian Issued Visa or Mastercard, please contact the school if you would like to use another method of payment.