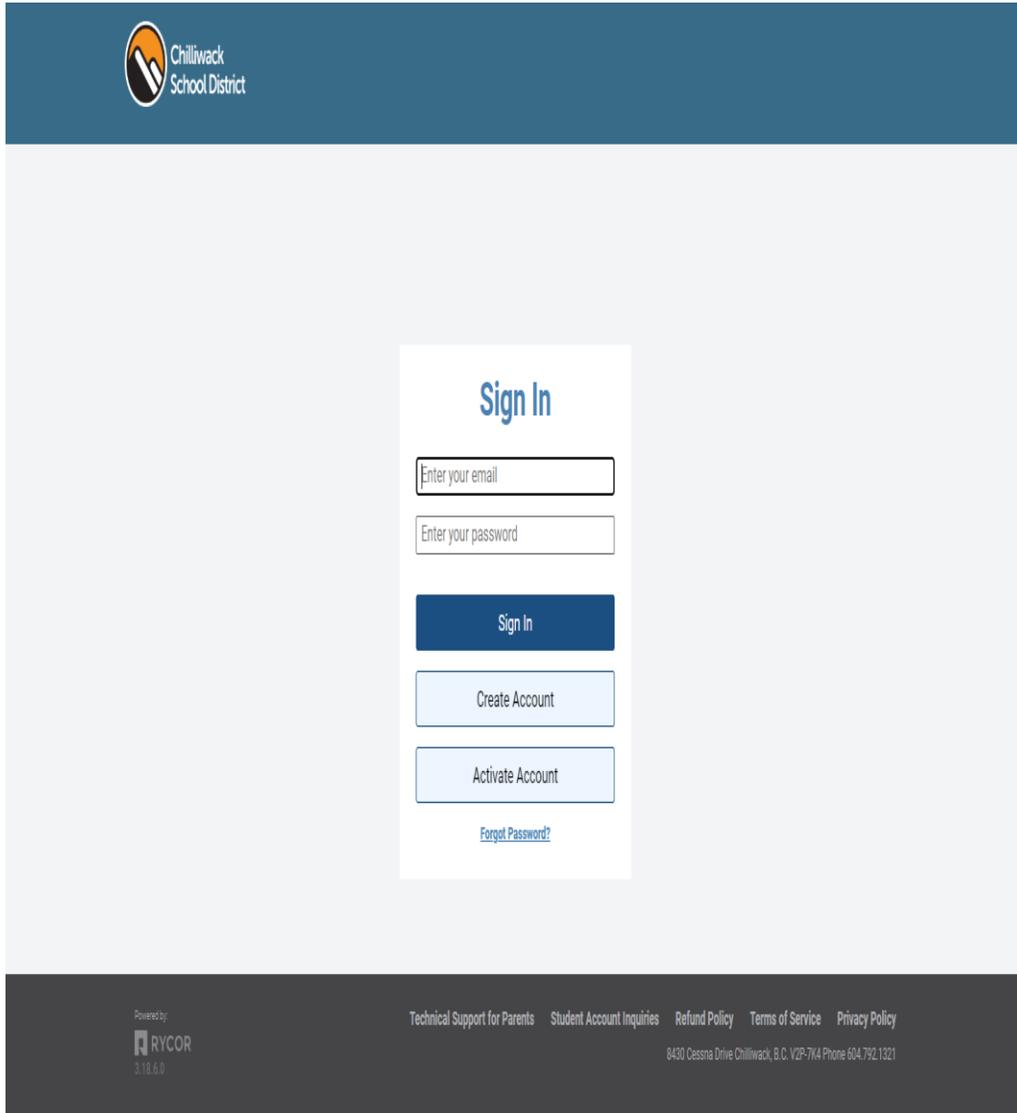


ONLINE PAYMENT ACCOUNT CREATION INSTRUCTIONS

Create a New Parent Account



The screenshot shows the Chilliwack School District online payment account creation interface. At the top left is the Chilliwack School District logo. The main content area is a white box with a blue header that says "Sign In". Below the header are two input fields: "Enter your email" and "Enter your password". Underneath these fields are three buttons: a dark blue "Sign In" button, a light blue "Create Account" button, and a light blue "Activate Account" button. At the bottom of the white box is a link for "Forgot Password?". The footer of the page is dark grey and contains the RYCOR logo (version 3.18.6.0) on the left, and a list of links: "Technical Support for Parents", "Student Account Inquiries", "Refund Policy", "Terms of Service", and "Privacy Policy" in the center. On the right side of the footer, the address "8430 Cessna Drive Chilliwack, B.C. V2P-7K4" and phone number "Phone 604.792.1321" are listed.

From the Student QuickPay Home Page

1. Click on the **Create Account** button.

Create Account Information



Create Account

First Name

Last Name

E-Mail

Confirm E-Mail

Password

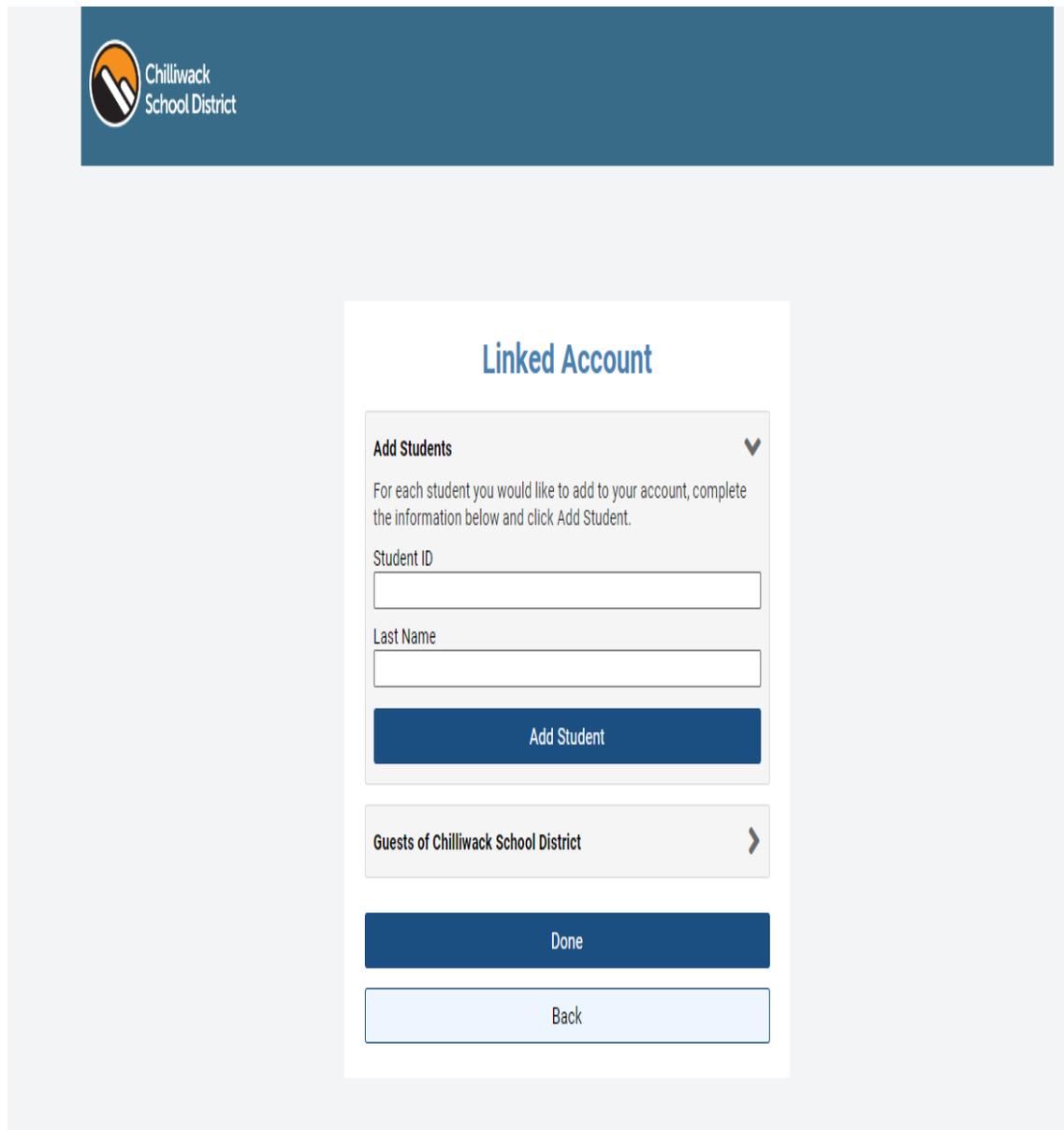
Confirm Password

By using this site, you agree to the [Privacy Policy](#) and [Terms of Service](#).

From the Create Account Window:

1. Enter your (the parent's) **First Name** and **Last Name**.
2. Enter and confirm your **E-Mail** address and select and confirm a **Password**.
3. Click **Next**.

Sign Up - Add Students



The screenshot shows a web interface for adding students. At the top left is the Chilliwack School District logo. The main content area is titled "Linked Account". Below this title is a section titled "Add Students" with a dropdown arrow. Underneath is a brief instruction: "For each student you would like to add to your account, complete the information below and click Add Student." There are two input fields: "Student ID" and "Last Name". Below these fields is a dark blue button labeled "Add Student". Further down is a section titled "Guests of Chilliwack School District" with a right-pointing arrow. At the bottom of the form are two buttons: a dark blue "Done" button and a light blue "Back" button.

From the Linked Account Page:

1. Click **Add Students** dropdown arrow
2. Type in the **Student ID** and **Last Name**.
3. Click **Add Student** (if you wish to add multiple students repeat these steps).
4. Click **Done** when finished.