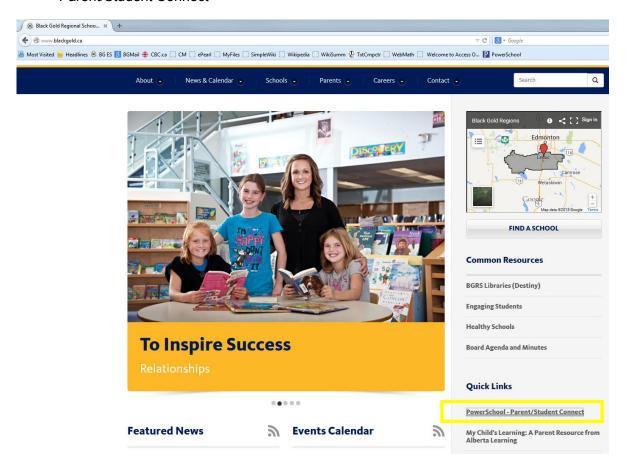
Rycor Online Payment Parent User Guide

All school and transportation fees can now be paid online! Parents can access the Rycor Online Payment website through the PowerSchool Parent portal.

Login into PowerSchool

- 1. Visit the Black Gold Regional Schools website at www.blackgold.ca
- 2. On the right hand side of the page, under Quick Links, click on "PowerSchool Parent/Student Connect"

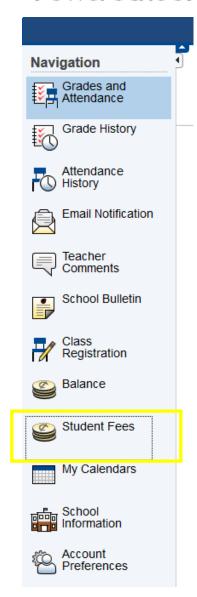


3. Log in to the PowerSchool Parent Portal



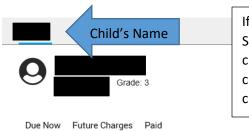
4. Click on the link "Student Fees" in the sidebar navigation menu

PowerSchool



5. This will open the Rycor Online Payment website.





If you have several children there will be a Summary tab and then a tab for each of your children. Please be sure to click on each of your children's names to fill out the forms for that child.

There are currently no fees due on your account.

Forms & Optional Fees



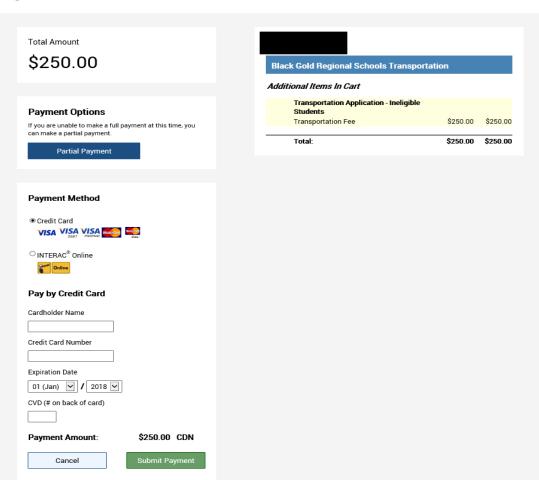




Black Gold Regional Schools



Menu



Instructions to Submit a Form

1

Add to Cart

Please click on the **Add to Cart Button** at the bottom of the form to add the form to your cart.

2





\$30.00

If there are any outstanding school fees you can choose to pay them the same time you submit the form. However, if you do not wish to pay the outstanding fees when submitting the form, please uncheck any fees you will not be paying at this time.

3



\$33.00

Next click on the cart at the top right hand of the screen.



4



Please confirm you would like to submit your completed forms. No payment is required.

Cancel

Confirm Items

If no fees are owing, click confirm items.

5



If fees are owing, fill out the Payment Method information and click Submit Payment.



Receipt

Return to Account	Log Out Print	
Receipt / Confirmation		
Thank youl Please find I	below the details of your transaction.	
	this email for your records. on has been emailed to crystal.braaten@bl	ackgold.ca
Black Gold Regional S 3rd Floor, 1101 - 5th Str	reet	
Nisku, Alberta T9E 7N3		
Additional Items	eted - Celebration of the Arts	
Additional Items Form Complet Yes - Medical Concerns: N	0	
Additional Items Form Complet Yes - Medical Concerns: No - Medical Concerns: Yes	io S	
Form Complet Yes - Medical Concerns: No - Medical Concerns: Yes If yes, indicate what precau Name: astdratd	io S dions should be taken prior to the trip::	
Form Complet Vas - Medical Concerns: Ni No - Medical Concerns: Yes If yes, indicate what precau Name: asdtastd Phone Number: 555544455	io S dions should be taken prior to the trip::	
Form Complet Yes - Medical Concerns: No - Medical Concerns: Yes If yes, indicate what precaw Name: asdfacid Phone Number: 55554455 Name:	io S dions should be taken prior to the trip::	
Form Complet Vas - Medical Concerns: Ni No - Medical Concerns: Yes If yes, indicate what precau Name: asdtastd Phone Number: 555544455	io discussions should be taken prior to the trip:: 5	
Form Complete Yes - Medical Concerns. No No - Medical Concerns. No No - Medical Concerns. No Hedical Concerns. No	o S Stitions should be taken prior to the trip: fit fit fiting of the above marked student: 'Yes	
Additional Items Form Complete Yes - Medical Concerns: No No - Medical Concerns: Ye If yes, indicate what precau- Name: auditadd Photoe Number: 55564455 Name: Namber: Number: Short Studes I am the Parentil Logal Guar I have read the above form	o s stotions should be taken prior to the trip: find a story of the trip: find of the above named student: Yes with my child and understand that by participating in the	activity as desc
Yes - Medical Concerns: No - Medical Concerns: Ye if yes, indicate what precise Name: as disord Phone Number: 555544459 Name: Phone Number: Name of Child: Non Stude I am the ParentiLegal Guar I have read the above form give permission for my	o 5 Stones should be taken prior to the trip: st st st st st st st st st s	activity as descr
Form Complet Form Complet Yes - Medical Concerns: No No - Medical Concerns: No No - Medical Concerns: No N	o g storns should be taken prior to the trip: find et al. (1) et al. (2) et al. (3) et al. (4) e	activity as descr

Once you see the receipt page you know the form has successfully been completed. You will receive a confirmation email as well.