



Want to pay from
the convenience
of your home?

USE ONLINE FEE PAYMENT

Battle River School Division is pleased to offer you the option of viewing and paying your fees online by credit card, Debit VISA, or Mastercard Debit. Parents/guardians can view and pay fees for multiple students in a single transaction.

How do I use the Student Fee Online Payment System?

1. Log in to the BRSD website at www.brsd.ab.ca
2. Click on "Menu"
3. Click on "Families"
4. Click on "Online Payments & Ordering"
5. Click on "Online Payments & Ordering".
Note: if you require additional assistance, a user guide is available on this screen.
6. Click on "Sign-Up" to create an account.
You need an email address to sign up. A student ID number and last name for each of your students is required. The student ID number is located on the invoice above the total due amount.
7. At the fee summary page, click on each student tab to review fees. Any optional items that can be added to your shopping cart will be listed at the bottom of each student's page.
8. Other features include the ability to print a statement and/or receipt .

9. When ready to check out, click "View Cart" followed by "Pay Now." You will be prompted to enter your payment type and required information.
10. You will receive a copy of your receipt via email (sent to the email address connected to your parent account).

Please monitor your online account as additional fees may be added throughout the year (i.e. second semester fees, field trips, sports fees, etc.)

Is there a cost to use the Online Fee Payment System?

No, there is no convenience charge assessed for online payments.

Who do I contact if I have questions about my child's information or fees?

Please contact your student's school.

When completing an Electronic Consent Form with no fee, you must click on the cart labelled "Confirm". On the next screen, you will need to click on the button "Confirm" to submit the form as completed.