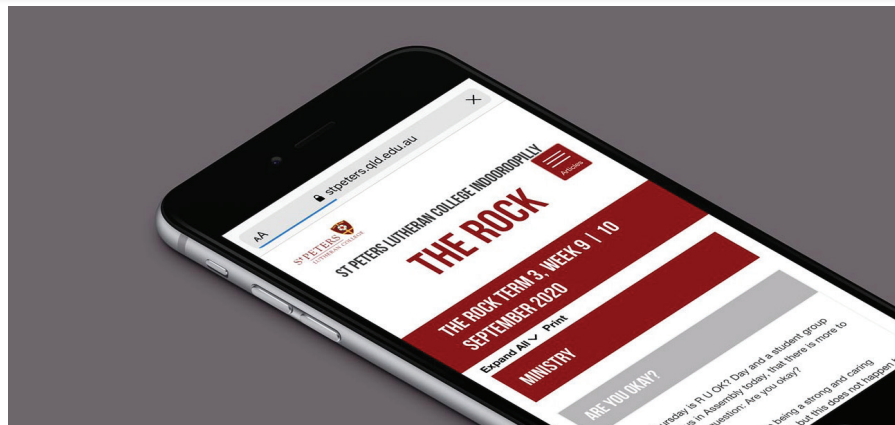
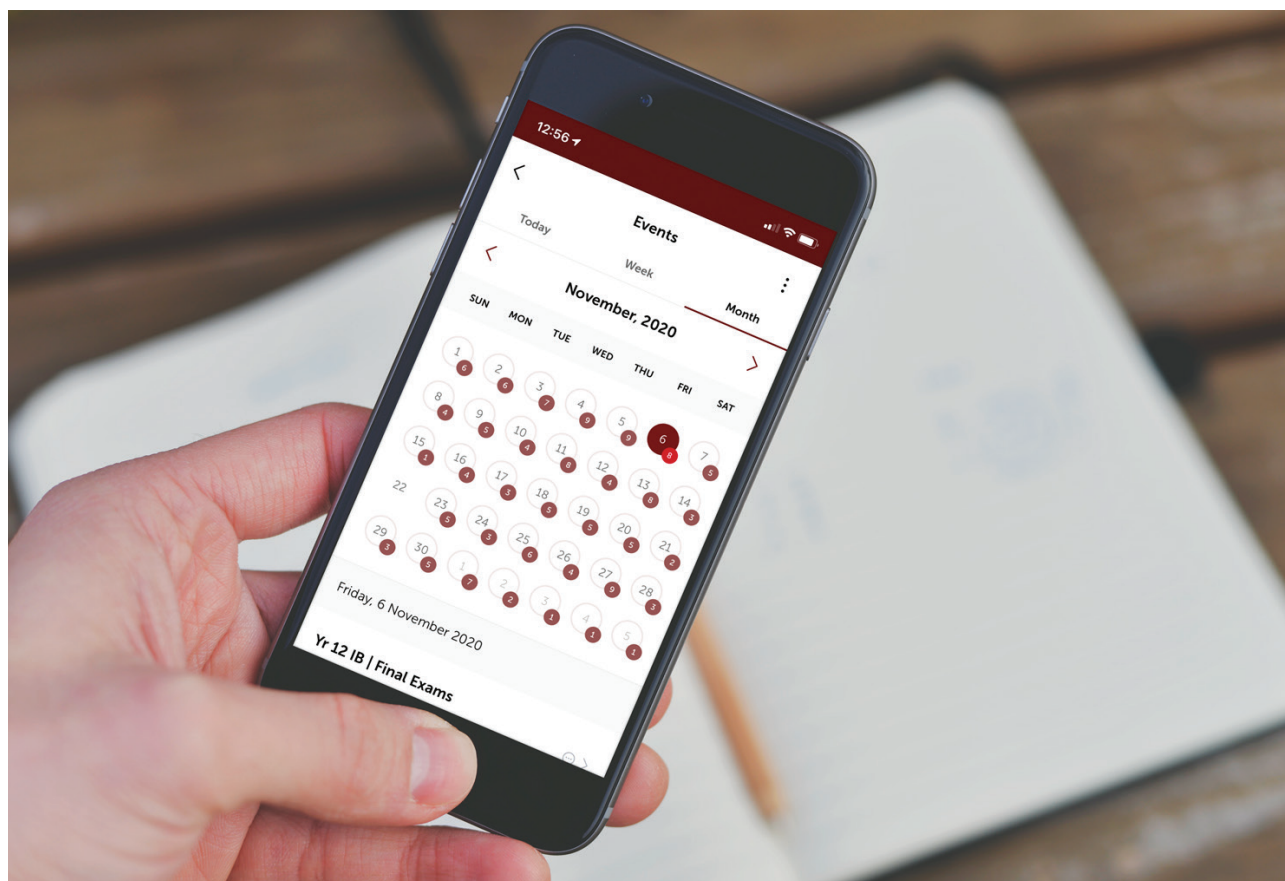




Quick Guide to St Peters Online





Contents

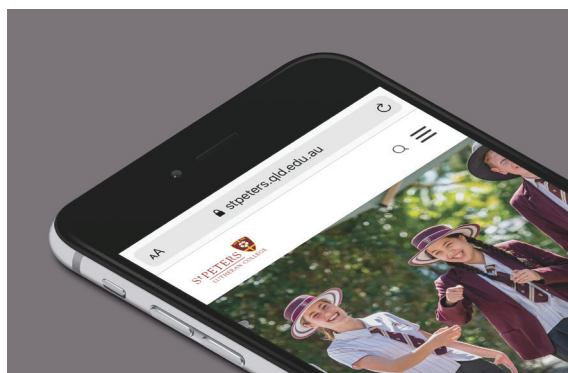
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St Peters Website

stpeters.qld.edu.au

USEFUL LINKS:

- Payments
- Calendars
- Contact
- Sub-school and Academic information



The Rock online

stpeters.qld.edu.au/indooroopilly/news-events/newsletter

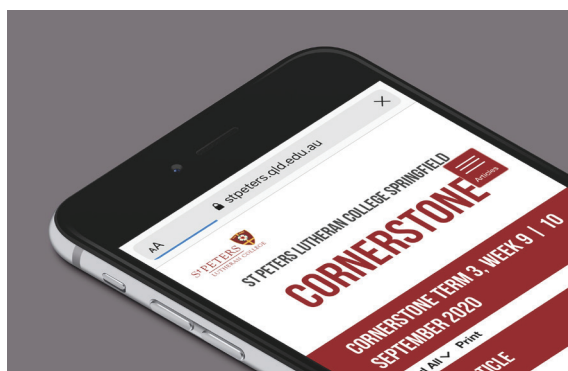
The Rock is the weekly newsletter for St Peters Indooroopilly, published term-time.



Cornerstone online

stpeters.qld.edu.au/springfield/news-events/newsletter

Cornerstone is the weekly newsletter for St Peters Springfield, published term-time.



St Peters School App

The App is available as a free download for IOS and Android users.

- download from App Store
- download from Google Play



My St Peters

mystpeters.com

myStPeters is a gateway portal. You will find all the links you'll need as a parent, staff member or student here.



St Peters Website

STPETERS.QLD.EDU.AU

Where is the Menu?

To find your way around the website, click on any of the three drop-down options - QUICK LINKS, SCHOOL and ENROL NOW. Their options are expanded to the right.

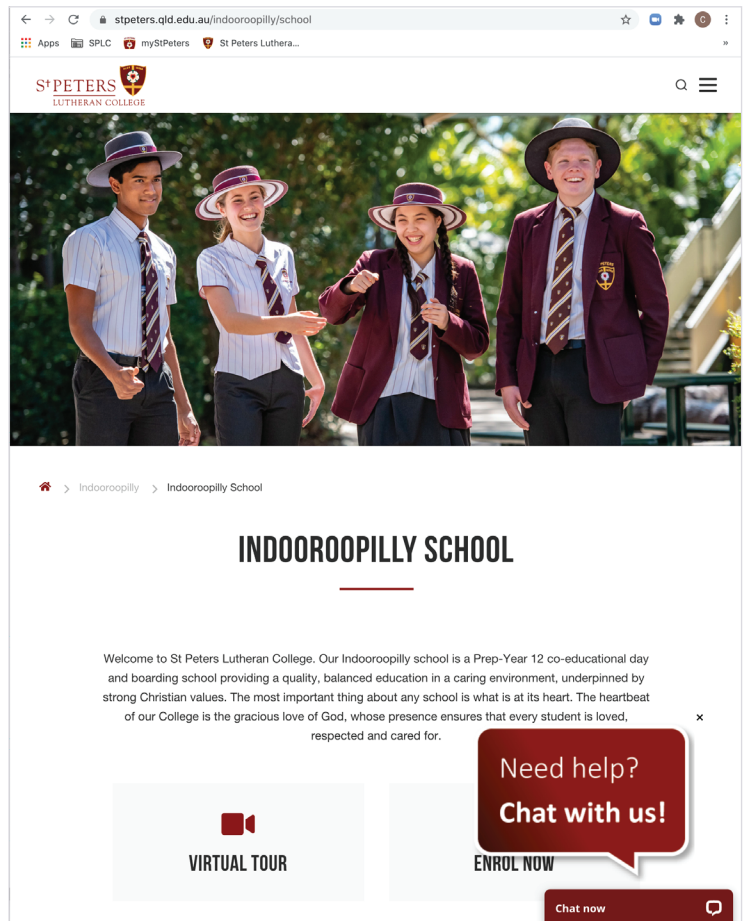
WELCOME TO ST PETERS LUTHERAN COLLEGE

QUICK LINKS	SCHOOL	ENROL NOW
myStPeters (parent portal)	Indooroopilly	Enrolment Indooroopilly
Payments	Springfield	Enrolment Springfield
Calendar - Indooroopilly		
Calendar - Springfield		
Donate		
Virtual Tour Indooroopilly		
Blog		

Questions and Feedback Please email portals@stpeters.qld.edu.au

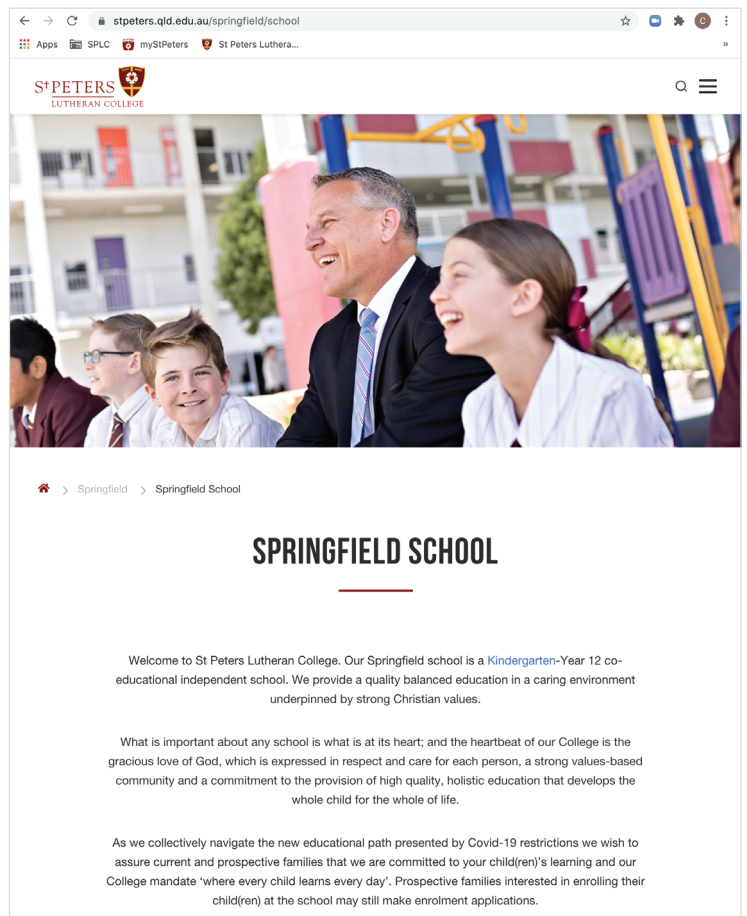
INDOOROOPILLY SCHOOL

Home page with information about the College, quick links to a virtual tour, enrolling and the annual school report. The page includes links to sub-schools plus, the opportunity to chat with a staff member in real time.



SPRINGFIELD SCHOOL

Home page with information about the College, quick links to a contacting us, enrolling, the school prospectus and, sub-schools.



What's on the School App?

ALERTS

You can receive notifications each time an alert notice is published to inform you of any urgent or important information.

BOARDING

Boarding parents can stay in touch with weekly menus, photo galleries and important notices.

SPORT

View Sport draws and notices and wet weather notifications.

MUSIC

Access Ensemble timetables and information about Music Concerts.

NEWSLETTERS

The Rock and Cornerstone newsletters are published weekly term-time to the App.

CALENDAR

College events are at your fingertips. With one touch, find out what's on today, this week or for the month ahead.

BOOK EVENTS

Book or RSVP online to College events.

CONTACT

Call and email important College contacts straight from the App.

MAP

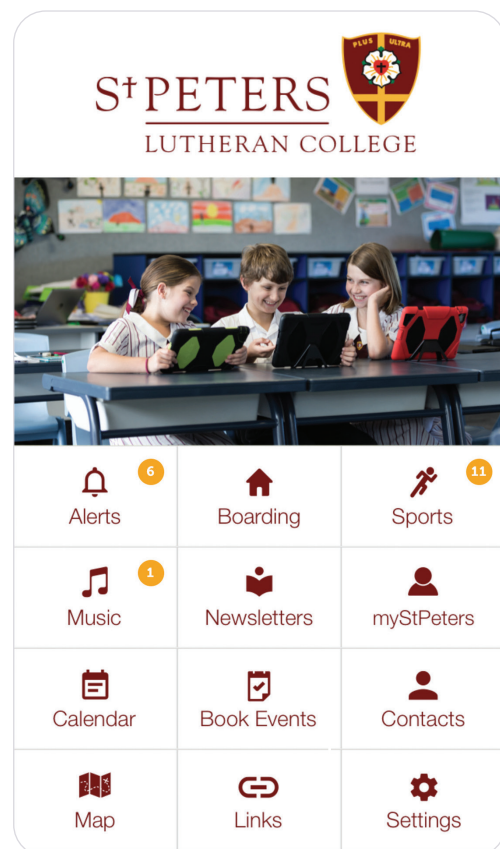
View interactive campus maps for Indooroopilly and Springfield

LINKS

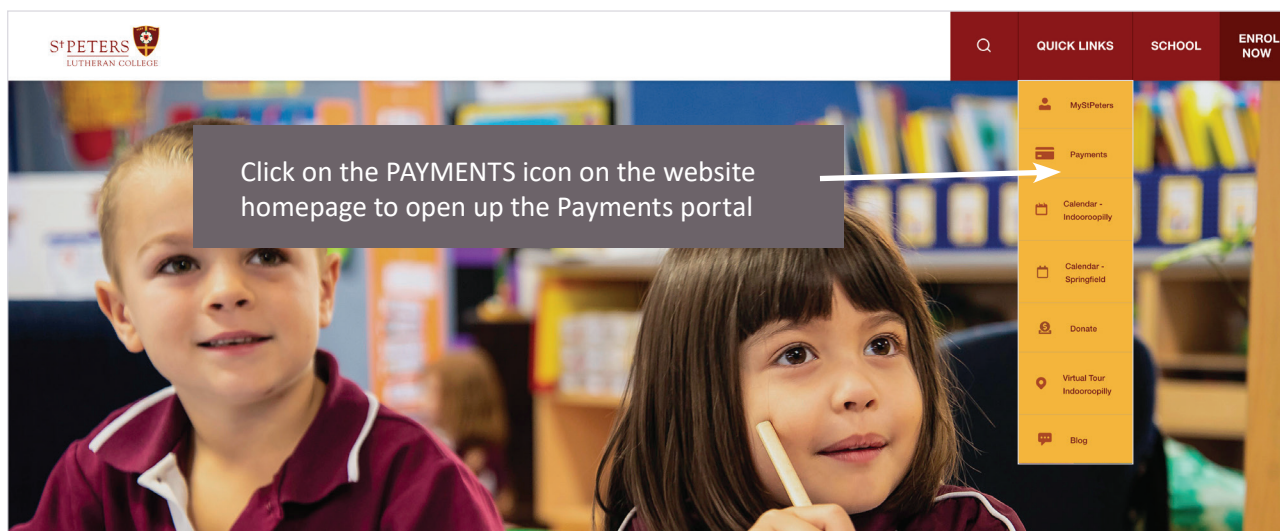
Helpful links to Firefly, the St Peters website, Online Payments and social media.

SETTINGS

In Settings you can choose to receive specific information using the Subscriptions option and to configure your notifications.



Making Online Payments

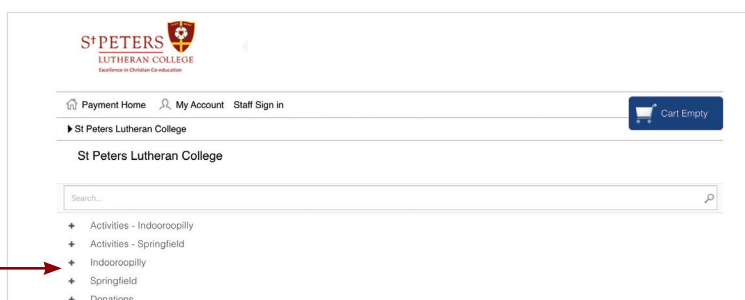


HOW TO PAY TUITION FEES

Visit stpeters.qld.edu.au

From the Payments portal homepage choose:

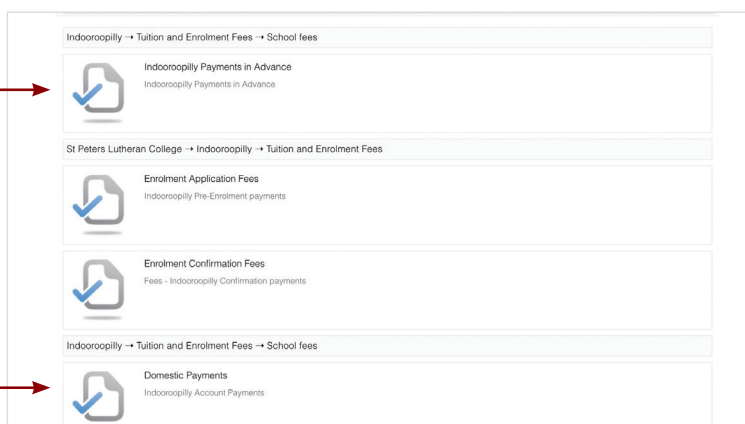
Indooroopilly or Springfield



Tuition and Enrolment Fees



Payments in Advance
(if the account is in credit)



Domestic Payments

FAQs Online Payments

HOW DO I MAKE A PAYMENT?

From the website: Visit stpeters.qld.edu.au and click on the **Payments** icon.

From the portal: mystpeters.com. Click on **Make a payment**.

WHAT PAYMENTS CAN I MAKE?

SCHOOL FEES

You can pay school fees for Indooroopilly and Springfield Schools. You can choose to make a Domestic Payment for Australian Students or an International Payment using peerTransfer, should you wish to pay from overseas in local currency. (applicable for Indooroopilly School fee payments only).

WHAT DETAILS DO I NEED TO MAKE A SCHOOL FEES PAYMENT?

You will need to enter your Debtor ID number and your child's last name.

WHEN I ENTER MY DEBTOR ID AND MY CHILD'S LAST NAME WHEN MAKING A SCHOOL FEES PAYMENT, A MESSAGE SHOWS UP "WARNING-ITEM NOT FOUND".

To obtain the amount owing on your school fees account, please press the Tab button and not the enter button when entering your child's last name. If you are using an IOS browser, you can use the Go key.

WHY DOES MY DEBTOR ID NOT WORK?

When prompted to enter your Debtor ID, please note that this 5 digit number is shown on your school fees statement at the top of the payment slip. This number is different to the 6 digit BPAY reference number you used to make payments on the old online payments system.

CAN I MAKE A PAYMENT TO MY SCHOOL FEES ACCOUNT IF THE ACCOUNT IS IN CREDIT?

Yes, by clicking **Indooroopilly payments in Advance** or go to **Domestic Payments** and then choose the **Pay more than due amount** option.

OTHER FEES PAYMENTS (IND & SFD)


From the Payments homepage, choose Indooroopilly>Other Fees to pay for: Music, Rowing, Swimming, Water Polo and external debtors.


OTHER PAYMENTS

You can pay for selected events and tours and student activities at either Indooroopilly or Springfield schools.

DONATIONS


Making an online donation to the St Peters Future Fund is simple. From the Online Payments homepage, select Donations / St Peters Future Fund Donations and choose Indooroopilly, Springfield or Ironbark donations.

PAYMENT SLIP If mailing your payment please tear off this slip and return with payment.		DEBTOR ID XXXXX	
SAMPLE ONLY PAY BY PHONE: 1300 309 046 PAY BY INTERNET: www.stpeters.qld.edu.au  Biller Code: 292664 Ref: XXXXX		ACCOUNT NAME Sample	ACCOUNT DATE 21/09/2017
		TOTAL \$4,701.00	DUE DATE October 06, 2017



[Payment Home](#)
[My Account](#)
[Staff Sign in](#)

[St Peters Lutheran College](#)
[Activities - Indooroopilly](#)
[Events and Tours](#)



Activities

Please complete the following details

Activity *	<input type="radio"/> Additional Administration and Programming: Exceptional Learners <input type="radio"/> All Schools Basketball Championships 2020 <input type="radio"/> AVSC Game Day Gear Bag <input type="radio"/> AVSC Long Sleeve Shirt <input type="radio"/> Contemporary Music Production Course - New Students <input type="radio"/> Contemporary Music Production Course 2020 - Continuing Students <input type="radio"/> Cricket Kit Bag <input type="radio"/> Duke of Ed - Bronze Award Registration <input type="radio"/> Duke of Ed - Gold Award Registration
Quantity	
Amount Due	
Debtor ID	
Email *	
Parent Contact Number *	
Student First Name *	
Student Last Name *	<input type="text" value="Student Last Name"/>

WHEN I USE THE BACK BUTTON ON SOME WEB BROWSERS, A MESSAGE IS SHOWN THAT THE WEBPAGE HAS EXPIRED.

If you wish to go back to a previous payment page, you should use the links shown under the heading St Peters Lutheran College eStore rather than the back button.

WILL I BE PROVIDED A RECEIPT FOR MY PAYMENT?

Include your email address when you're entering payment details and a receipt will be emailed to you.

IS IT SAFE FOR ME TO MAKE AN ONLINE PAYMENT THROUGH ST PETERS WEBSITE?

Yes. Your online transactions are secure. We protect this information using a GeoTrust RapidSSL Certificate. This ensures your information is safely encrypted.

IS THE CREDIT CARD INFORMATION SECURE?

Yes. St Peters does not store, process or transmit cardholder details at any stage during the payment transactions. All card information is posted directly to the National Australia Bank NAB Transact Payment Gateway. This gateway meets the Payment Card Industry Data Security Standards (PCI-DSS).

QUESTIONS AND FEEDBACK

Should you have any questions regarding any type of payment, please contact the Finance Office: Phone: 07 3377 6277 Email: ar@stpeters.qld.edu.au

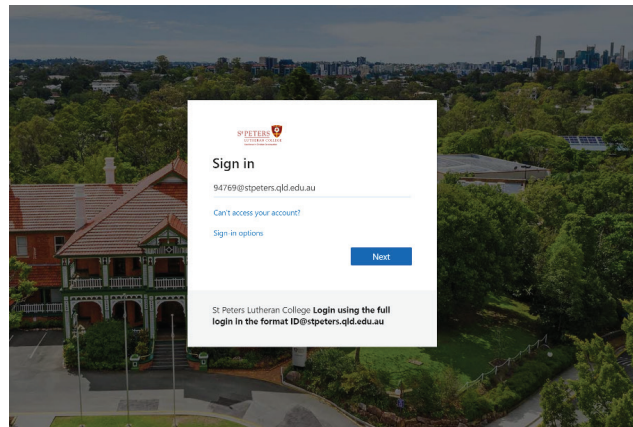
myStPeters Portal

MYSTPETERS.COM

The myStPeters Portal is a gateway portal for all the links you will need as a parent, staff member or student at St Peters. Here, you will be able to access:

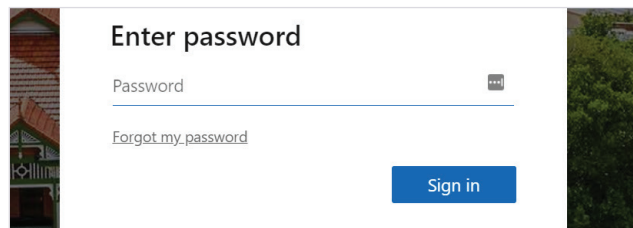
- Firefly
- Community Portal
- My Student Account
- Online Payments

To access myStPeters, click this icon. You will then be redirected to an authentication page, asking for your St Peters issued username and password. Your login name will be in the format 123456@stpeters.qld.edu.au.

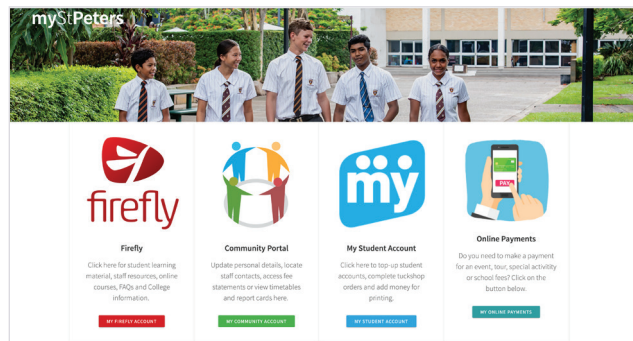


If you have forgotten your password simply enter your parent login name e.g. 123456@stpeters.qld.edu.au and select Next.

You will then be presented with the screen to the right to enter password OR you can select Forgot Password. Follow the steps then to reset your password.



Once you have entered these details, you will see this screen:



As long as you have access rights, you will be able to access each of the four sections listed here without entering your username or password again.



Firefly
Click here for student learning material, staff resources, online courses, FAQs and College information.

[MY FIREFLY ACCOUNT](#)

FIREFLY

Firefly is the St Peters teaching and learning platform. Here you will find material, staff resources, FAQ's and general College information.



Community Portal
Update personal details, locate staff contacts, access fee statements or view timetables and report cards here.

[MY COMMUNITY ACCOUNT](#)

COMMUNITY PORTAL

The Community Portal is for parents and staff. In it, you will be able to update your personal details, locate staff contacts, access your fee statements, view your child's timetable and their report cards.



My Student Account
Click here to top-up student accounts, complete tuckshop orders and add money for printing.

[MY STUDENT ACCOUNT](#)

MY STUDENT ACCOUNT

My Student Account will allow you to top up your child's account, complete tuckshop orders, add money for printing, events and other College needs.

Please note, it is not the same as the Online Payments link mentioned on page 4 and below.



Online Payments
Do you need to make a payment for an event, tour, special activity or school fees? Click on the button below.

[MY ONLINE PAYMENTS](#)

ONLINE PAYMENTS

The Online Payments link on the College website is linked to the debtor account. Payments can be made for School tuition and enrolment fees, events, extra curricular activities and donations.

PORTAL HELPDESK

Please email the IT Help Desk if you do not know your username and password: portals@stpeters.qld.edu.au



St Peters Lutheran College

66 Harts Road, Indooroopilly Qld 4068

Telephone: 07 3377 6222

www.stpeters.qld.edu.au

CRICOS Provider: 00516E

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