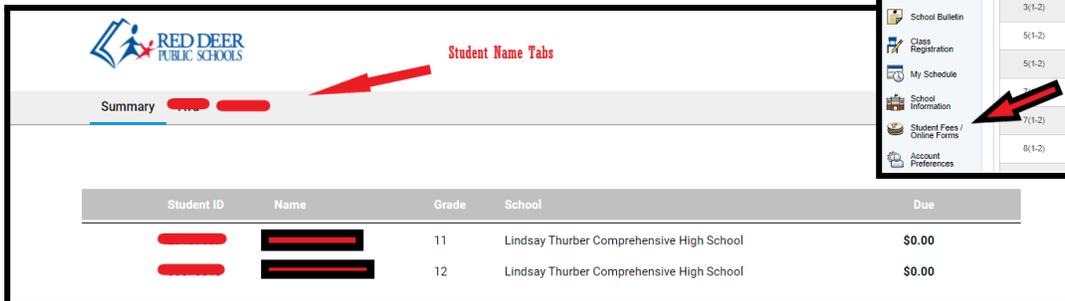


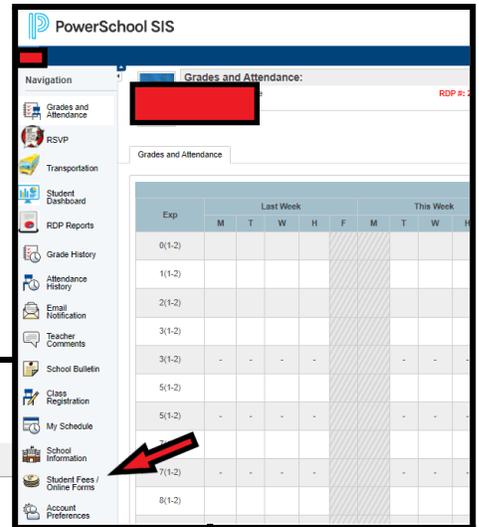
Submitting your Online Forms

STOP: If you are logged into the *Powerschool App*...get out and log into your parent portal using a web browser such as Google, Safari, or Internet Explorer.

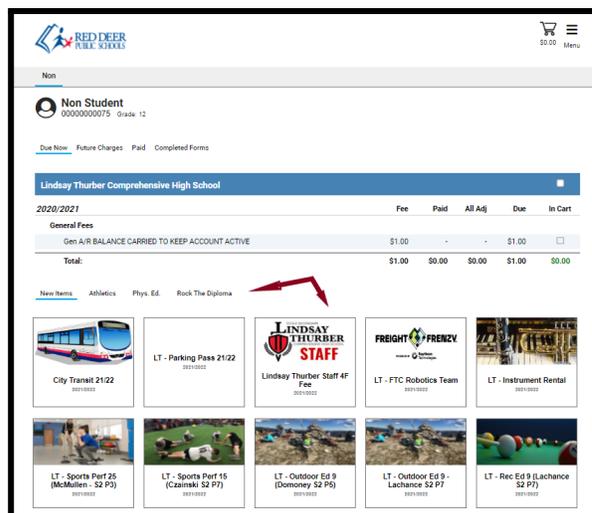
- To login to your Parent Portal Account, start by searching the Lindsay Thurber website. At the top or the very bottom you will see the following icons.     Choose the **P icon** to access the sign-in screen. **Note:** Every parent has a parent portal account (either created by a parent or the school). If you need your password reset, please call the school at (403) 347-1171. After you are logged in, you will need to navigate to the section on the left called Student Fees/Rycor Forms. **You may have to choose your child's tab at the top if you have more than one child attending.** Also, if you are on a phone (or even a computer)... to open the left menu up, you may have to click on a very tiny black triangle located on the top left side of your screen... 



Student ID	Name	Grade	School	Due
[Redacted]	[Redacted]	11	Lindsay Thurber Comprehensive High School	\$0.00
[Redacted]	[Redacted]	12	Lindsay Thurber Comprehensive High School	\$0.00



- The forms available to your child **will show under one of the tabs below (New Items, Athletics, Phys. Ed., Rock the Diploma)** located half way down the screen, under the fees section. **Select the applicable tab** and then form you want to submit.



3. The form will open on your screen. Some areas (such as the student name) may auto-populate. Carefully review all the information (as well as links) and complete all areas. Many parts of the form will be mandatory and you will not be able to submit it without answering those sections. When you are done, select “Submit” or “Add to Cart”, whichever is available.

LT - Fall Band Workshop
2021/2022

LTCHS Fall Band Workshop



Parent Information

WHERE: Camp Caroline
WHEN: Friday, October 22, 7:00 am - 5:30 pm
WHAT: Detailed information can be viewed by clicking the Parent Letter link below.
COST: \$35/student. Includes: transportation, lunch, and workshop fees.

Please carefully read through the information letter below.

Parent Letter [Click here](#)

Student Information

STUDENT, Last Name STUDENT First Name Grade

Band Program

PARENT, Last Name PARENT, First Name PARENT Contact Number

Yes, my child will be participating in this event and I agree to pay the \$35 fee.

NOTE: The \$35 fee will be added to your cart upon submission of this form. Payment can be made by credit card (Visa, Visa Debit, MasterCard, or MasterCard Debit), online when checking out. If you are unable to pay online, the option to pay at the Bookstore is available.

Consent Form

The Field Studies/School Activity Consent form to attend this year's Fall Band Workshop at Camp Caroline is linked below. Please review this document and then complete the following items:

Acknowledgement of Risk [Click here](#)

I have reviewed the Field Studies/School Activity Consent form for the field trip that is linked to this form

I CONSENT to the mode of transportation for this activity

I CONFIRM that current medical information for my child is on file with Lindsay Thurber High School.

If any medical information has changed, please update it in the RSVP tab on your Parent Portal

I CONSENT for participation of my child for this activity

If you are submitting this form & paying online:
 Select the "Submit" button below.
 Click the box under "In Cart"
 Click on the Cart (top right of screen)
 Add credit card information

If you are submitting this form but NOT paying online:
 Select the "Submit" button below.

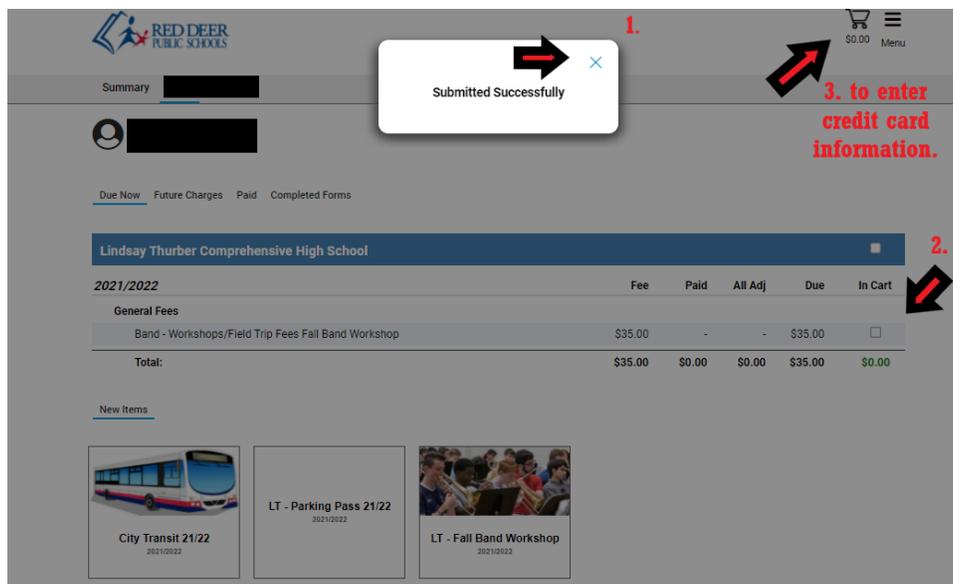


4. Once you submit the form, a white box will appear telling you your form was submitted successfully. **If there is no fee, or you are not paying online, you are finished.**

If you are paying online:

- Step 1, click on the X to get rid of the “submitted successfully” message box
- Step 2, check the box to add the amount to your cart
- Step 3, click on the cart button (top right)
- Step 4, add your credit card information (see point 5)

If you are experiencing any problems with submitting your payment online, you can choose to submit the form and make arrangements to pay the fee at the LTCHS Bookstore.



Submitted Successfully

1.

3. to enter credit card information.

2.

Lindsay Thurber Comprehensive High School		Fee	Paid	All Adj	Due	In Cart
2021/2022						
General Fees						
Band - Workshops/Field Trip Fees Fall Band Workshop		\$35.00	-	-	\$35.00	<input type="checkbox"/>
Total:		\$35.00	\$0.00	\$0.00	\$35.00	\$0.00

New Items

- City Transit 21/22
- LT - Parking Pass 21/22
- LT - Fall Band Workshop

5. Once the amount is added to your cart, you will see a screen similar to below. Online payments work best with Visa, Visa Debit, MasterCard, and MasterCard Debit.

RED DEER PUBLIC SCHOOLS

We are experiencing intermittent processing issues with RBC Interac debit cards. If possible, please use a different card to ensure a successful payment.

Total Amount: **\$35.00**

Ava Lorenson
Lindsay Thurber Comprehensive High School

2021/2022	Due	Pay
General Fees		
Band - Workshops/Field Trip Fees Fall Band Workshop	\$35.00	\$35.00
Total:	\$35.00	\$35.00

Payment Options
If you are unable to make a full payment at this time, you can make a partial payment.

Payment Method

Credit Card
VISA VISA

INTERAC Online

Pay by Credit Card

Cardholder Name:

Credit Card Number:

Expiration Date: [12 /Jan] [2020]

CVD (if on back of card):

Payment Amount: \$35.00 CDN

Complete the "Payment Method" section to finalize your form and submit payment.

6. Parents will receive an email from StudentQuickPay.com giving you a School Form/Receipt Confirmation. Please check your inbox and/or your junk mail to confirm your form was received by the school.