

# QASMT

## Payment Information Handbook

*Inspiring Great Minds*



Queensland Academy  
for Science Mathematics  
and Technology





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## 1.0 Academy Fees & Excursions

Parents/caregivers will be issued an invoice for annual Academy Fees, curriculum excursions and other specified costs. Invoices are assigned to you through your students individual account, and will automatically be emailed to the parent/caregiver who was nominated as the debtor/fee payer, upon your student's enrolment at the academy.

Invoices can be viewed and paid through QParents – see *5.2 Accepted Payment Methods > QParents*, for further information.

## 2.0 Optional Program & Activity Payments

All optional program and activity payments, are paid for through the Qkr! by Mastercard app, unless advised otherwise. These activities will not be invoiced through your students account. Failure to pay for these programs by their advised due date may result in your child being unenrolled in the program.

Optional programs and activities include, but are not limited to, the Music Program, Sports Program, Robotics Program, Valedictory Dinner, Senior Jersey, Formal, and more.

The Qkr! by MasterCard app can be downloaded for free from:

- The Apple app store: [Click Here](#)
- Google Play for Android: [Click Here](#)
- From your computer: [Click Here](#)

After downloading the app and registering, or logging in with your existing login, tap the magnifying glass in the top right corner of the Qkr! home screen and type Queensland Academy for Science Mathematics and Technology to find us.

If you have any technical issues with the Qkr! app please email the Qkr! parent help team: [qkr\\_au@mastercard.com](mailto:qkr_au@mastercard.com) and ensure to include Parent Name, Child's Name, School Name, and as much information as possible about the error. E.g. Screenshots.

## 3.0 Statements

QASMT issues statements at various times throughout the school year. These statements will only show outstanding invoices, or if you have a credit on your child's account. Credits will be indicated by a negative (-) symbol, and can be used to pay for any future invoices for your student, or you may request a refund of the credit balance.

Please note the statement will not show an itemised list of payments made, and will not show fully paid invoices.

## 4.0 Credit Adjustments / Refunds

School fees for activities such as excursions, are calculated according to the number of students who have indicated their attendance, or are enrolled in the subject. If your student is absent from an excursion, the decision as to whether the academy will or will not refund the payment in part or in full depends on whether the academy has incurred any costs associated with the activity.

Where possible, we will credit the refundable amount against your student's account at the school, and use it to offset any future charges. Credits will not expire and can be refunded to your chosen bank account



at any time upon your request. If an excursion is cancelled by the academy, you will be issued a credit to your student's account for the full invoice amount.

If you made the payment through Qkr!, and a full refund is due, you will be issued this directly through the app, via the credit/debit card used to make the payment.

## 5.0 Accepted Payment Methods

### 5.1 BPOINT

BPOINT can be accessed via a [web link](#), an automated telephone payment system or via the QParents portal. Payments through BPOINT can only be made using a credit or debit card.

A hyperlink is printed on all invoices which directs parents/caregivers to the BPOINT payment page to enter the required information to complete the transaction. School invoices also contain the BPOINT telephone payment number (1300 631 073) which parents/caregivers can call and make payments over the phone.

When payments are made via QParents or by clicking on the BPOINT link on an emailed invoice, the biller code, customer reference number, invoice number, and student name will prepopulate, and you will only be required to enter the amount you wish to pay. BPOINT will provide you with a receipt for the transaction.

If making a payment through BPOINT, you are only able to complete one transaction for each invoice, for each of your students. If you use QParents however, you can select and pay for multiple invoices in one transaction.

### 5.2 QParents

You can view invoices with outstanding payments as well as details of paid invoices and receipts for your child on the payments screen within the individual student profile.

You can also make online payments against outstanding invoices with Visa or MasterCard. These payments are processed through the Commonwealth Bank's BPOINT facility. It is possible to make partial payments or to pay multiple invoices for a student at the same time.

Select the to pay checkbox next to any invoice to make a payment.

Note: If you are viewing the payments screen within the combined student view (accessed through the payments tile on your home screen), select the student's name to navigate to the individual student profile where you can make a payment. Only parents who have been assigned financial responsibility for their child in OneSchool will see payment information in QParents.

See the [QParents Student Information Page](#) – Payments section, for more information.

### 5.3 BPay

The BPay facility can only be used to pay an amount in excess of \$10.00, as a minimum payment amount has been specified with the Bank. Payments made via BPay can be made through your banking or financial institution. You are required to enter the biller code and reference number, which can be found on your invoice – QASMT's biller code is 697136, and the reference number is specific to each parent/caregiver.

BPay will automatically assign payments made to the oldest invoice allocated to the parents/caregivers. That means, if you have multiple students enrolled at QASMT, BPay will assign the payment from oldest



to newest invoice, regardless of your child's year level. If you are trying to pay for a particular invoice, please use an alternative payment method.

For assistance using BPay, please contact your bank or financial institution directly.

## 5.4 Centrepay

[Centrepay](#) is a free and voluntary service offered by the Commonwealth Government to Centrelink payment recipients. Eligible parents/caregivers can use Centrepay to pay bills and expenses, like education fees, as regular deductions from their Centrelink payments.

There is a \$10.00 per fortnight minimum amount for each deduction. Parents/caregivers may choose an end date for deductions or specify a target amount. Regular deductions will cease automatically once the end date or total target amount has been reached.

If you are eligible, and would like to make payments through centrepay, please email [StudentAccounts@qasmt.eq.edu.au](mailto:StudentAccounts@qasmt.eq.edu.au) for assistance.

## 5.5 Qkr! App

All payments for you child can be paid through the Qkr! by Mastercard app. There are several menu options with products that can be paid for, ranging from annual school fees, to optional activities.

Note: payments listed in Qkr! are not specific to your child, and is not a record of any outstanding fees.

## 5.6 In Person

Payments can be made via EFTPOS or cash at the Student Services Counter in A Block. Students and parents are able to make the payments during office hours, which are 8am to 4pm, Monday to Friday, during the school term only.

## 5.7 Bank Transfer

If using bank transfer, please email [StudentAccounts@qasmt.eq.edu.au](mailto:StudentAccounts@qasmt.eq.edu.au) for confirmation of the QASMT bank details. When transferring payments to the school, it is important you use a reference that we can easily identify such as an invoice number, or your students name/EQ ID and what the payment is for.

Failure to use an identifiable reference may result in your payment being assigned incorrectly.

# 6.0 Financial Hardship and Payment Plans

## 6.1 Financial Hardship

If you are experiencing financial hardship, please contact our Business Manager (Corporate Services) in Term 1 to set up a Payment Plan. A Payment Plan allows you to pay fees gradually and we will work with families to develop a mutually suitable plan. By contacting us early, you can ensure your student's optional activities are managed responsibly.

The Business Manager can be contacted via [StudentAccounts@qasmt.eq.edu.au](mailto:StudentAccounts@qasmt.eq.edu.au).

## 6.2 Payment Plans

School fees can be paid off using a nominated direct debit payment plan, for your preferred amount and frequency. The payment plan must allow invoices to be paid in full by their due date, unless you have contacted the Business Manager (Corporate Services) and been granted a payment extension.

Direct Debits can be set up through:

- BPOINT – please contact the school accounts team for assistance
- BPay – contact your banking or financial institution
- Bank Transfer – contact Student Accounts for confirmation of the schools bank details

## 7.0 International Baccalaureate, Academy and Optional Fees

For information on what the academy charges, please refer to the [School Fees 2025](#) document available at [qasmt.eq.edu.au](http://qasmt.eq.edu.au), Support and Resource, Payment page.

## 8.0 Important Reminders

Please note the following important reminders from the Academy, and the Department of Education:

- Invoices will be raised to the parent/caregiver who has agreed to pay the charges, per their students enrolment form, which was completed and signed by the parent/caregiver.
- It is a matter for parents/caregivers to determine who pays the invoiced fees, however, the parent/caregiver who has been invoiced is liable for the payment – the academy will only chase payments from the liable parent/caregiver.
- If both parents require a separate invoice to be issued for 50% of the charges, the academy must be provided with evidence from both parents agreeing to this arrangement, or a court order.
- Only the parent/caregiver who has agreed to pay the fees will receive an emailed copy of the invoice – we are unable to send one invoice to multiple email addresses.
- Extra-curricular activities are required to be paid in full to allow your student to participate. If parents are paying 50% of the fee each, they must both make the payment by the given due date, or their students participation will be withdrawn.
- Ensure you mark emails ending in [@eq.edu.au](mailto:@eq.edu.au) and [@qasmt.eq.edu.au](mailto:@qasmt.eq.edu.au) as safe senders in your email settings to ensure you receive all communication from the academy
  - See [Safe Senders in Outlook.com](#), or your relevant email provider for assistance

## 9.0 Frequently Asked Questions (FAQ)

- ❖ **Q:** I have received an invoice for an excursion, but do not consent for my child to attend. Can this be removed from my account?  
**A:** Yes, please email [StudentAccounts@qasmt.eq.edu.au](mailto:StudentAccounts@qasmt.eq.edu.au) at your earliest convenience, and confirm your students name and the invoice number.
- ❖ **Q:** How can I change the parent responsible for payment of fees?  
**A:** Please email [enrolments@qasmt.eq.edu.au](mailto:enrolments@qasmt.eq.edu.au) and confirm the parents name, and the email that is to be the recipient for all future invoices and statements. The parent who is to become responsible for payment of fees must provide written consent, or a court order must be provided.
- ❖ **Q:** Do I have to pay for optional activities if my student is an International Student?  
**A:** Yes, payment of optional activities is required for International Students wishing to participate, as the Academy must recoup the costs associated with delivering the activities. The fees you have paid to EQI cover curriculum costs such as school fees and excursions, only.



❖ **Q:** Do you offer scholarships to students?

**A:** No, QASMT does not offer scholarships to students, however you may source scholarships from external providers.

❖ **Q:** How can I view receipts for payments I've made?

**A:** You can view receipts for payments made through QParents by going to the payments screen within the individual student profile. Alternatively you can review your bank statements to find details of payments made. If you made the payment in person, please email the accounts team to request a copy of the receipt.

If you made a payment through Qkr! you can view your receipts through the app, under your account.

## 10.0 QASMT Accounts Contact

If you require additional support please contact the QASMT Student Accounts team via:

- Email: [StudentAccounts@gasmt.eq.edu.au](mailto:StudentAccounts@gasmt.eq.edu.au)
- Phone: (07) 3377 9333

Please be advised the accounts team is only available between 8am and 4pm, Monday to Friday during the school term. We are unable to respond to you outside of these times, and ask for your patience during school holidays and public holidays.



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