

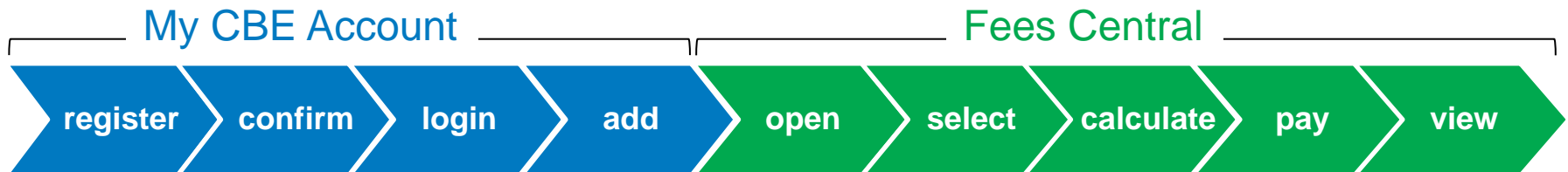


[guide me](#) | My CBE Account

create account and pay fees

Follow this guide to:

1. Create a [My CBE Account](#).
2. Pay student fees by credit or debit card in [Fees Central](#).



Before you start:

- Open the [My CBE Account Create Your Account](https://webapps.cbe.ab.ca/MyAccount/Account/Register) page (<https://webapps.cbe.ab.ca/MyAccount/Account/Register>)
- Confirm the email address that is on file for you at the school, and
- Have your credit or debit card on-hand.

register

confirm

login

add

open

select

calculate

pay

view

register for a My CBE Account

Calgary Board of Education My CBE Account

Create Account | Logon | Help | Contact

Create Your Account

Account Information

Once your registration has been submitted, a confirmation email will be sent to you. Please, click on the **Complete Process** link inside the email message to activate your new account.

Note: Fields marked with an * are required.

1 First Name: * Last Name: *


Login Information

Note: Parents - please use the same email address the school has on file. Refer to the [Password Creation Tips](#) on how to create a secure password.

2 Email address: * Confirm email: *
Password: * Confirm password: *

Security Question *

To help prevent spam, please type the text you see in the box below. If the word is unreadable, a new word can be generated by clicking on the CAPTCHA image.



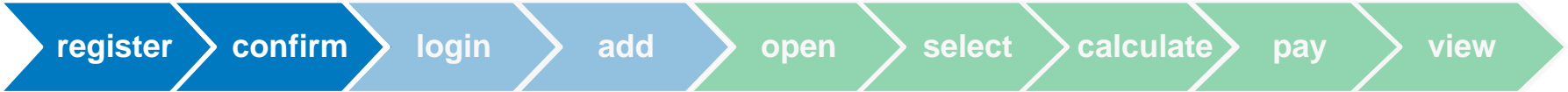
Note: the characters are case-sensitive

3

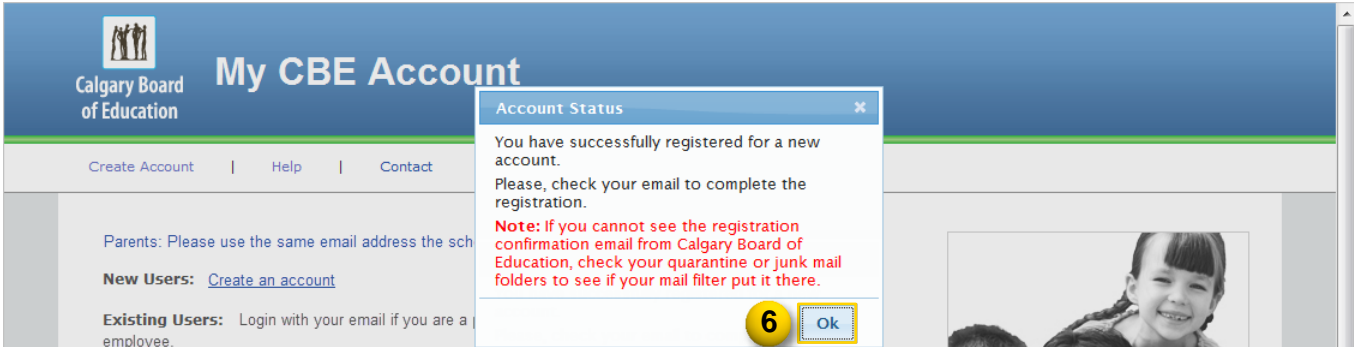
4 * I accept the Calgary Board of Education [Terms of Use](#) and [Privacy Statement](#)

5

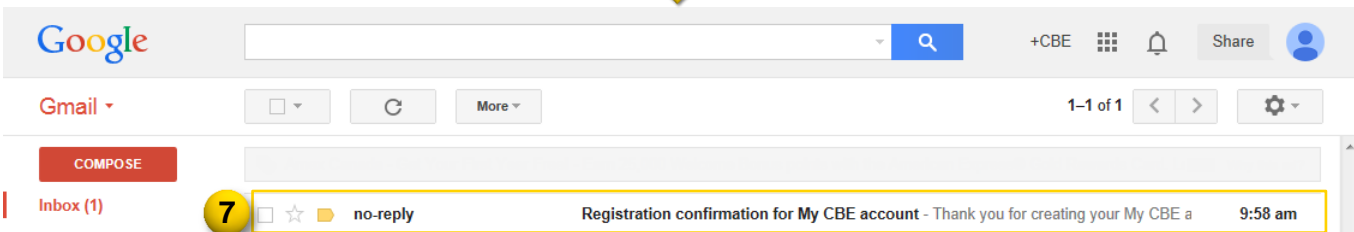
- 1 Enter your name.
- 2 Enter your email address and a password twice. You will use these to log into **My CBE Account**.
- 3 Enter the text that you see displayed above.
- 4 Select the check box.
- 5 Click the button.



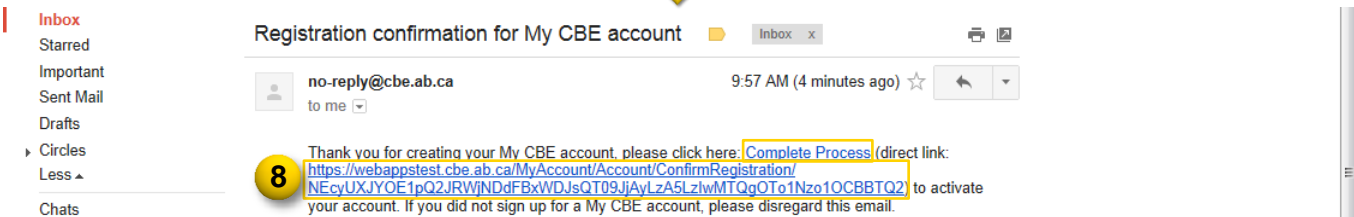
confirm registration



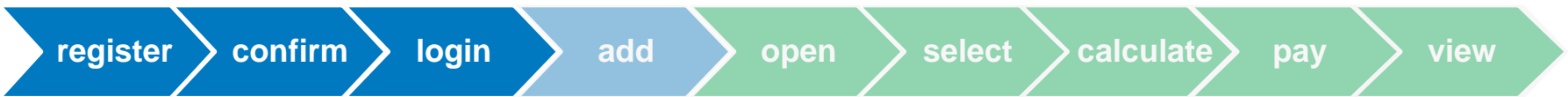
6 Click the button.



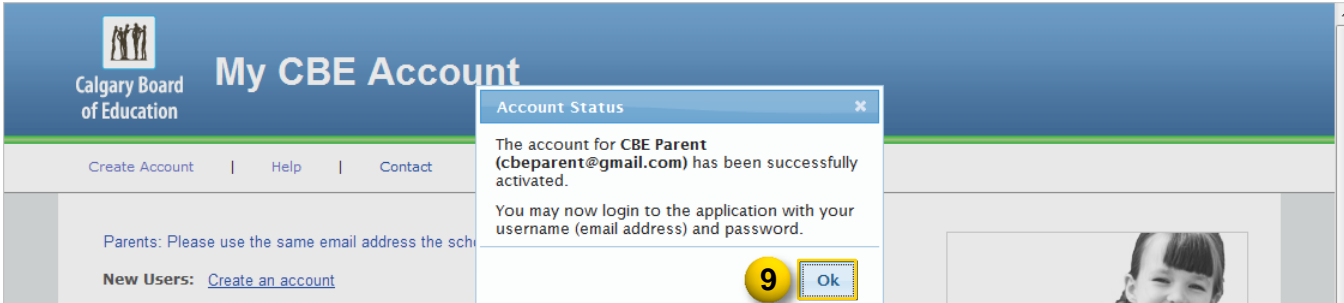
7 Check your email. Open the message.



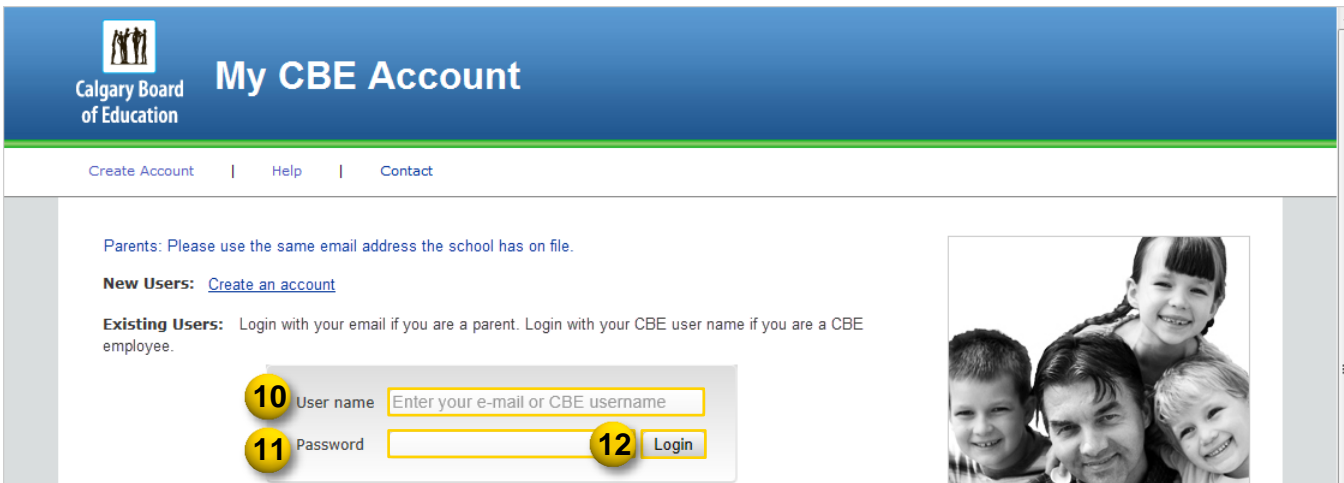
8 Click the link.



log into My CBE Account



9 Click the button.



10 Enter your email address.

11 Enter your password.

12 Click the button.

register

confirm

login

add

open

select

calculate

pay

view


add children

Welcome, CBE Parent [Log Off]
Wednesday, September 3, 2014

My Account | Help | Contact

My Account

Account Information [Change Password](#)

 CBE Parent (cbeparent@gmail.com)
cbeparent@gmail.com

My Student Record Parent Profile [Modify Profile](#)

My Child / Children **14** [Add a Child](#)

13 Your children should automatically appear in this section.

Where to go next

- Pay Fees
- Register for Noon Supervision
- Book Parent Teacher Interview
- D2L Parent Access
- Fee Waiver

School Addresses, Phone Numbers, Grades
School Calendars

13 Confirm your children. To add a child, go to Step 14. Otherwise, go to Step 17 on the next page.

14 Click the link.

15 **Add a Child**

Please enter your child's Student ID:

(Please, include leading zero's)

Do not know your child's CBE Student ID?

- Check your child's most recent report card.
- Refer to your child's student ID card.
- Ask your child.
- Please visit your school in person to request the ID#.

16 [Cancel](#) [OK](#)

15 Enter your child's ID number.

16 Click the button.



open Fees Central

17 Click the link.



select fees

Welcome, CBE Parent [Log Off]

Home
Fees Outstanding
Payment History
Help
Contact

Fees Outstanding

Transportation Fees - You will not be able to pay for bussing for your children until your contract is activated. The activation process takes approximately 4-6 weeks.

Please contact your school(s) to find out what other fees may be owing for your child.

Parents and guardians with children at more than one school are encouraged to allocate partial payments so that each school receives some payment towards fees. If each school receives payment, they will each know that the parent is making progress on fee payments.

Note: All balances listed below are in Canadian Dollars.

Select payment method
[Learn more about payment method options](#)

18 Credit Card or Interac Online

The following credit cards are accepted:

"Interac Online" is available through the following banks:

Pre-authorized Debit (PAD)


Only personal chequing/savings account drawn from Canadian bank may be used.

Some fees are not be eligible for PAD payment option.

- 18** Note the selected payment type.
- 19** Scroll down.



select fees continued


[Send AUG-DEC 2013 Tax Receipt to my email.](#)

Select fees to pay

Student Name	School	School Year	Fee Description	Date Assigned	Total Amount	Balance Owning	Pay?	Pay amount
Show Details		2014-15	Transportation Fees, Contract #233512	02 Sep 2014	\$330.00	\$330.00	<input type="checkbox"/>	\$
CBE Student	Panorama Hills School	2013-14	Activity Fee	03 Sep 2013	\$70.00	\$70.00	<input type="checkbox"/>	\$
CBE Student	Panorama Hills School	2013-14	Incidental LR Fee	02 Sep 2013	\$10.00	\$10.00	<input type="checkbox"/>	\$
CBE Student	Panorama Hills School	2014-15	Noon Supervision	02 Sep 2014	\$280.00	\$280.00	<input type="checkbox"/>	\$
					\$690.00	\$690.00		


20 Select the **Pay all fees?** check box to select all of the fees.

OR

20 Select the check box for each individual fee that you want to pay.



calculate total


[Send AUG-DEC 2013 Tax Receipt to my email.](#)

Select fees to pay

Pay all fees?

Student Name	School	School Year	Fee Description	Date Assigned	Total Amount	Balance Owning	Pay?	Pay amount
Show Details		2014-15	Transportation Fees, Contract #233512	02 Sep 2014	\$330.00	\$330.00	<input checked="" type="checkbox"/>	\$ 330.00
CBE Student	Panorama Hills School	2013-14	Activity Fee	03 Sep 2013	\$70.00	\$70.00	<input checked="" type="checkbox"/>	\$ 70.00
CBE Student	Panorama Hills School	2013-14	Incidental LR Fee	02 Sep 2013	\$10.00	\$10.00	<input checked="" type="checkbox"/>	\$ 10.00
CBE Student	Panorama Hills School	2014-15	Noon Supervision	02 Sep 2014	\$280.00	\$280.00	<input checked="" type="checkbox"/>	\$ 280.00
					\$690.00	\$690.00		


22 [Calculate total amount to pay](#)

21 Confirm the amounts that you want to pay. To pay a different amount than what is shown, enter the new amount in the field.

22 Click the button.



pay total


[Send AUG-DEC 2013 Tax Receipt to my email.](#)

Select fees to pay

Pay all fees?

Student Name	School	School Year	Fee Description	Date Assigned	Total Amount	Balance Owning	Pay?	Pay amount
Show Details		2014-15	Transportation Fees, Contract #233512	02 Sep 2014	\$330.00	\$330.00	<input checked="" type="checkbox"/>	\$ 330.00
CBE Student	Panorama Hills School	2013-14	Activity Fee	03 Sep 2013	\$70.00	\$70.00	<input checked="" type="checkbox"/>	\$ 70.00
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CBE Student	Panorama Hills School	2014-15	Noon Supervision	02 Sep 2014	\$280.00	\$280.00	<input checked="" type="checkbox"/>	\$ 280.00
					\$690.00	\$690.00		

Amount to Pay - \$ 690.00

23

23 Click the button.



pay total continued

[Send AUG-DEC 2013 Tax Receipt to my email.](#)

Confirmation

Terms of Use & Privacy
 The Calgary Board of Education ("CBE") will allow you to access and use the Website on the condition that you accept the [terms and conditions](#) (the "Terms of Use") and [privacy statement](#).

IMPORTANT - READ BEFORE ACCESSING OR USING THE PAYMENT SERVICES. BY SELECTING THE "ACCEPT CBE Terms" BUTTON BELOW, OR BY ACCESSING OR USING THE PAYMENT SERVICES, YOU AGREE THAT YOU HAVE CAREFULLY READ, UNDERSTOOD AND AGREE TO BE BOUND BY THE TERMS AND CONDITIONS OF THESE TERMS OF USE. IF YOU SELECT "I DO NOT ACCEPT CBE Terms" ACTIVATION OF THE PAYMENT SERVICES WILL NOT BE PROVIDED.

Total Amount to Pay \$690.00

Please note:
 You are about to leave the Calgary Board of Education website, you will now be transferred to our online payment provider (Moneris). We recommend you review their privacy policy, as their privacy practices may differ from CBE. Any personal information you provide on their website will be managed in accordance with their privacy policy.

I do not Accept CBE Terms
24 Accept CBE Terms

Pay all fees?

Billing	Pay?	Pay amount
\$330.00	<input checked="" type="checkbox"/>	\$ 330.00
\$70.00	<input checked="" type="checkbox"/>	\$ 70.00
\$10.00	<input checked="" type="checkbox"/>	\$ 10.00
\$280.00	<input checked="" type="checkbox"/>	\$ 280.00
\$690.00		

Calculate total amount to pay

Amount to Pay - \$ 690.00

Proceed to pay by Credit Card

24 Click the button.



pay total continued

CBE-MAIN OFFICE

Payment Method

Please choose a payment method.

Payment Details

Transaction Amount: \$690.00 (CAD)
Order ID: CBEOrder198801

Please complete the following details exactly as they appear on your credit card.
Do not put spaces or hyphens in the credit card number.

Cardholder Name:

Credit Card Number:

Expiry Date: /

Click 'Process Transaction' to charge your credit card. Only click the button once. Using the 'Back', 'Refresh' or 'Cancel' button after you press the 'Process Transaction' button will not stop the transaction from being processed and may result in a double charge.

27 Process Transaction

Cancel Transaction

25 Leave the default selection to pay by credit card or VISA debit card.

OR

25 Select **Interac Online** to pay by debit.

26 Use your card to complete the fields.

27 Click the button.



view receipt

Calgary Board of Education CBE Fees Central

Welcome, CBE Parent [Log Off]

Home | Fees Outstanding | **28 Payment History** | Help | Contact

Payment Status
Calgary Board of Education Online Payment Status
Payment Successful

Print this Page

28 Click the link.



Calgary Board of Education CBE Fees Central

Welcome, CBE Parent [Log Off]

Home | Fees Outstanding | **Payment History** | Help | Contact

Payment History

Transaction ID	Method	CBE Order	Payment Date/Time	Payment Status	Amount		
284037	Credit	CBEOOrder198801	09/04/2014	Success	\$690.00	Details	29 Receipt
198800	PAD	FC198800	10/01/2014	Pending	\$330.00	Details	Receipt

29 Click the link.
 The receipt opens in *Adobe Reader*.



Calgary Board of Education CBE Fees Central

Welcome, CBE P **30** Log Off

30 Click the link.



View the following resources for more information:

- Go to [My CBE Account | Help](#) for more information about [My CBE Account](#)
- Go to [My CBE Account | Fees Central | Help](#) ([My CBE Account](#) login required) for more information about fees and *Fees Central*, and
- Go to [My CBE Account | Fee Waiver | Help](#) ([My CBE Account](#) login required) for information about fee waivers and the *Fee Waivers* application.