

Credence High School

Step by Step Guidelines for Online Payment-through the Parent Portal

Orison



credence
high school

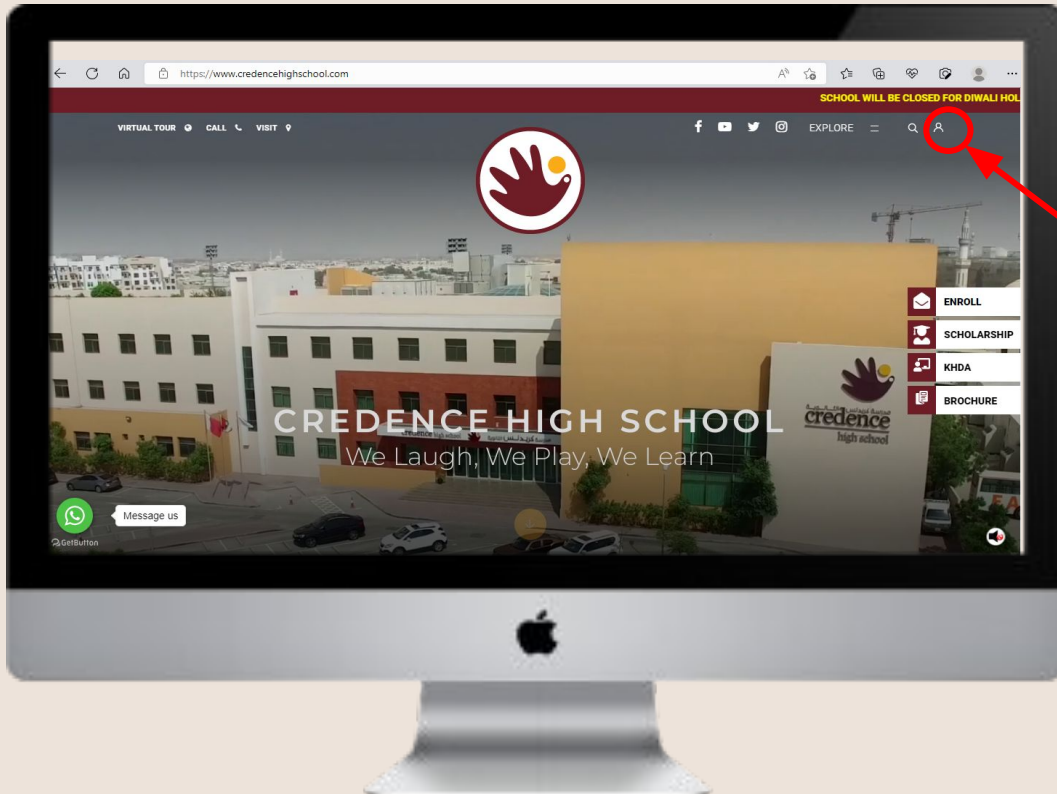
Step By Step Guidelines

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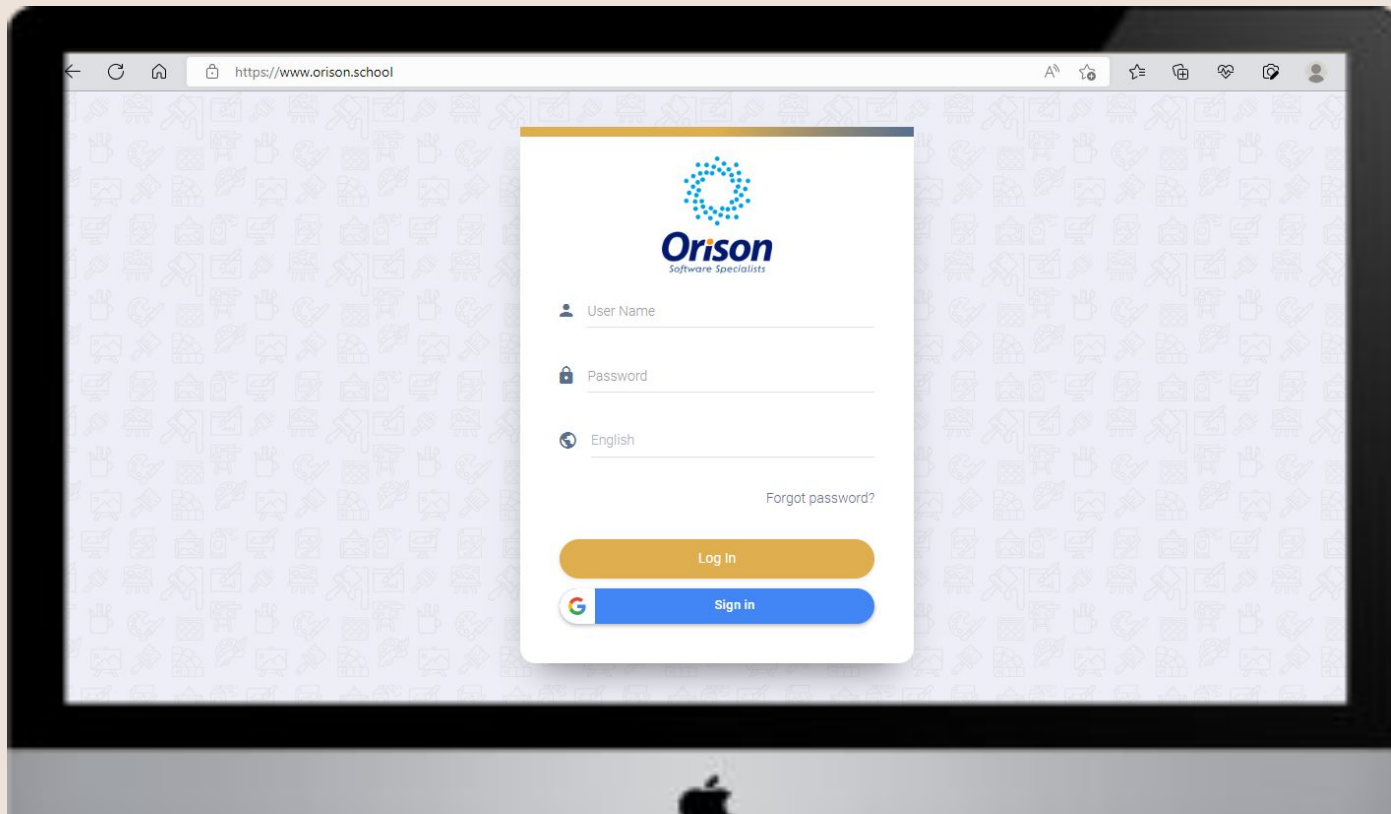
Steps for Making online payment using Credence Parent Portal



Go to www.credencehighschool.com and click > User Login

Or click

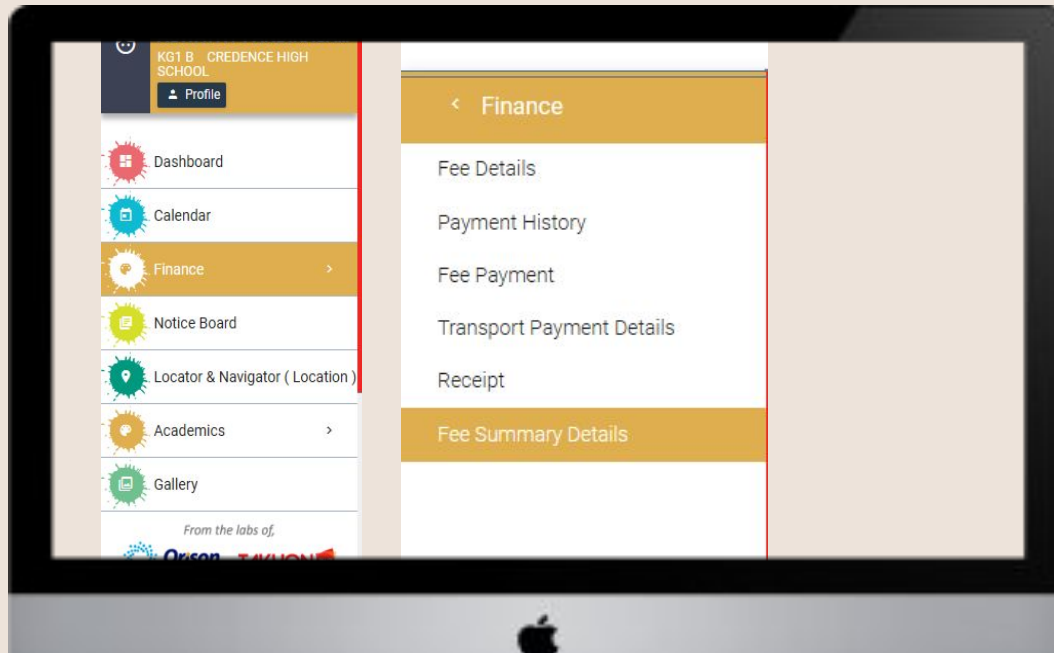
<http://www.orison.school/auth/login>



Enter the username and password provided to you and click login. If you don't have these details, please write to

accounts@credencehighschool.com

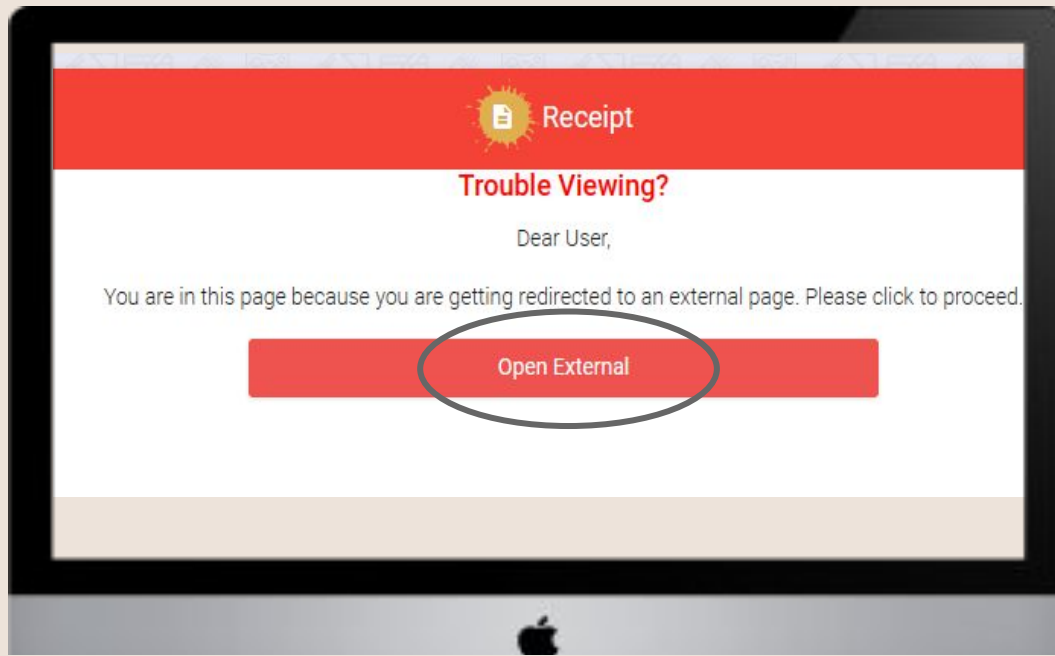
Step 1



To see the Fee Summary Details

Click on the Finance tab from the dropdown menu on the Left hand side >
Select Fee Summary Details

Step 2



To see the Fee Summary Details

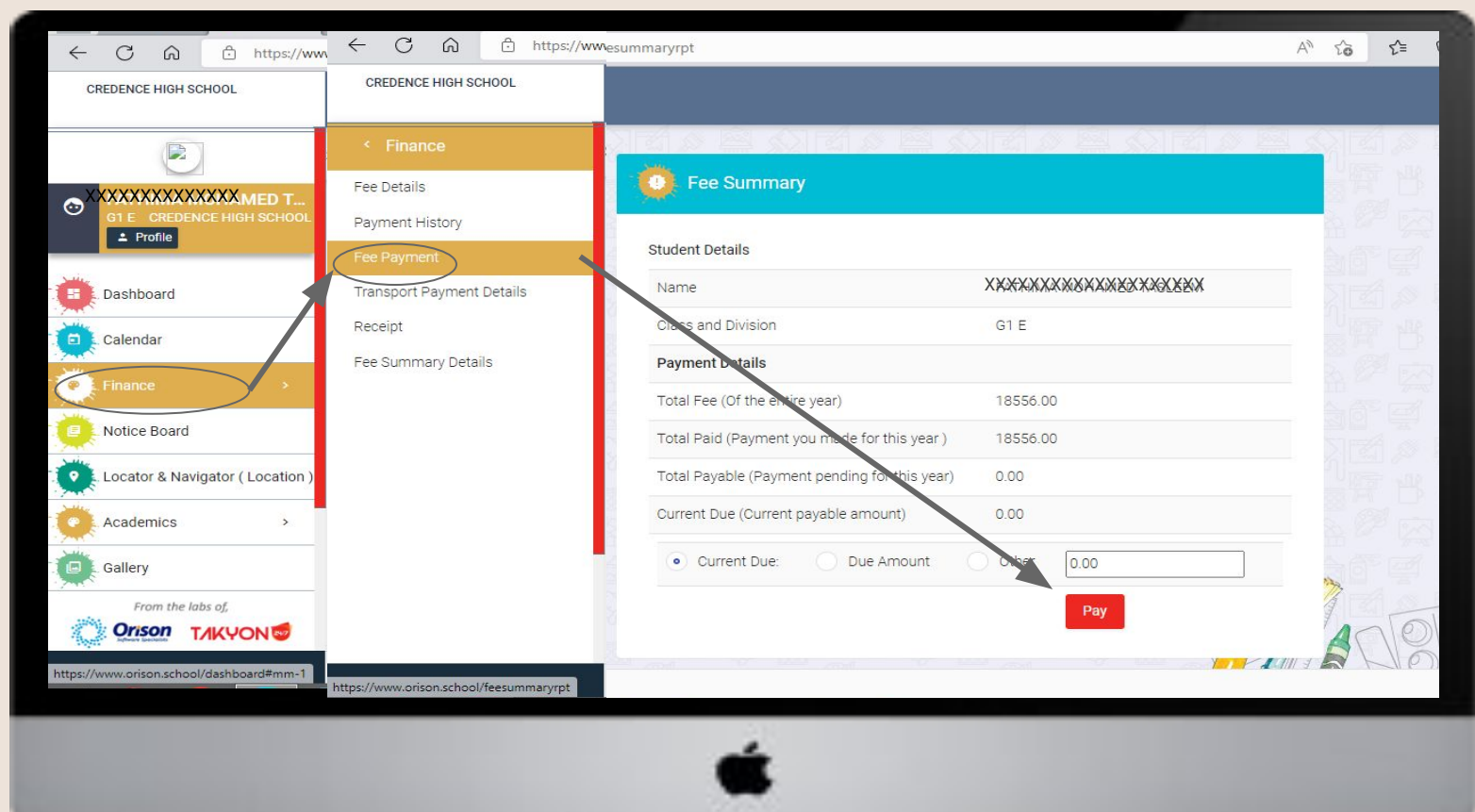
Click Open External > Fee Summary Window will open in a new tab

Student :

School Fee Summary				
Description	Fee Amount	Discount	Paid	Balance
Books Fee	265.00	0.00	265.00	0.0000
Registration Fees for Sep-2022	500.00	0.00	500.00	0.0000
Resource Fee for Sep-2022	750.00	0.00	750.00	0.0000
Book Set Fee for Sep-2022	680.00	0.00	680.00	0.0000
Tuition Fee for Sep-2022	1700.00	0.00	1700.00	0.0000
Admission Fee For 2022-2023	750.00	0.00	750.00	0.0000
Fee For French Book	125.00	0.00	125.00	0.0000
Notebook Set Charge For 2022-2023	36.00	0.00	36.00	0.0000
Tuition Fee for Oct-2022	1700.00	0.00	1700.00	0.0000
Tuition Fee for Nov-2022	1700.00	0.00	1700.00	0.0000
Tuition Fee for Dec-2022	1700.00	0.00	1700.00	0.0000
Tuition Fee for Jan-2023	1700.00	0.00	1700.00	0.0000
Tuition Fee for Feb-2023	1700.00	0.00	0.00	1700.0000
Reading Literacy Assessment-Ngrt 2022-2023	65.00	0.00	0.00	65.0000

- In this window you will see, all the FEES that has been posted towards your child for the current academic year.
- You can now proceed to the previous window to complete the online payment.

To Make Online Payment




Go to Finance > Select Fee Payment > Select Current Due > and click pay.
This will redirect you to a payment Gateway

Merchant name:

CREDESCENCE HIGH SCHOOL LLC

Enter your card details

 **VISA:** You have chosen VISA as your method of payment. Please enter your card details into the form below and click "pay" to complete your purchase.

Card Number ::

Expiry Date :: / month/year

Security Code :: The 3 digits after the card number on the signature panel of your card.



Purchase Amount :: **AED 10.00**

[Cancel](#)

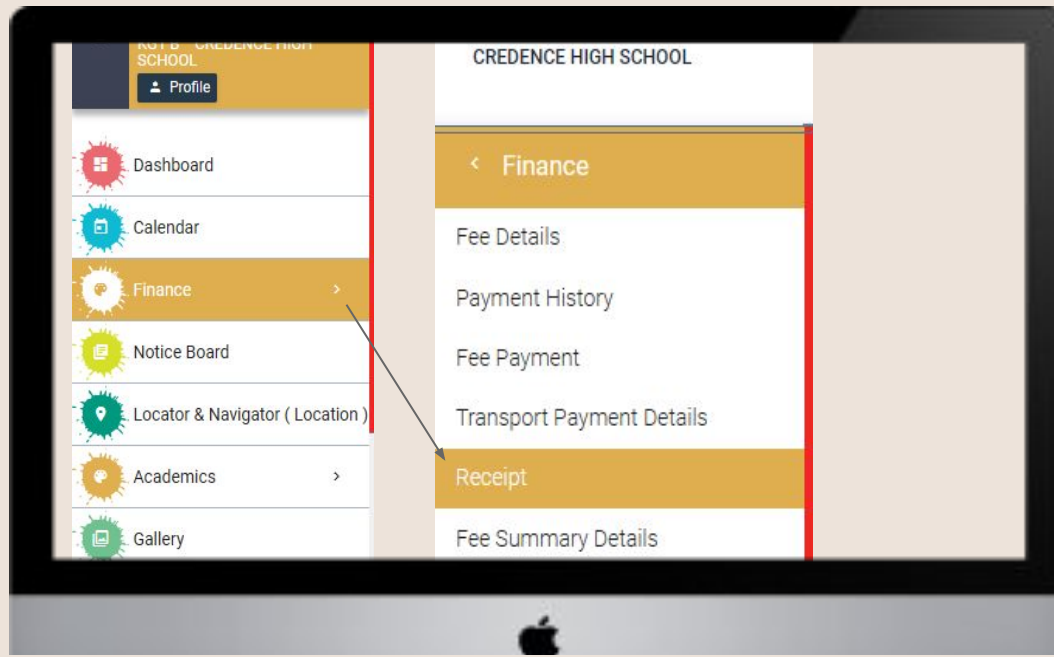


Verified by
VISA

I hereby authorise the debit to my VISA Account in favour of CREDESCENCE HIGH SCHOOL LLC

- Enter your Card Details to complete the Payment Process.
- You can download the receipts the next working day.

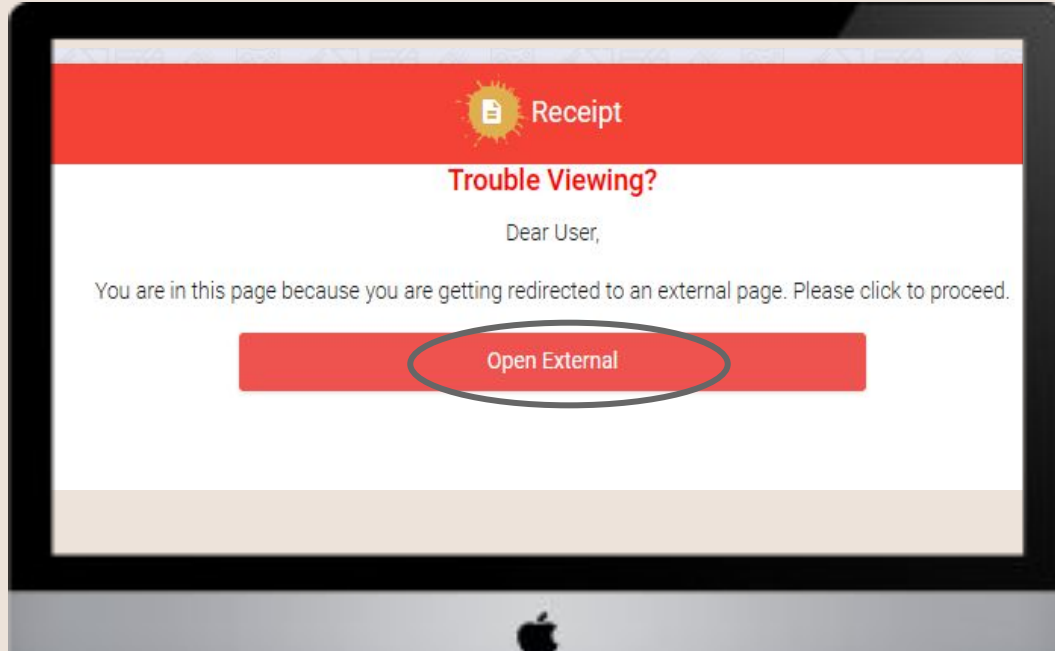
Step 1



To Download the payment receipts

Click on the Finance tab from the dropdown menu on the Left hand side >
Click Receipt

Step 2










To Download the payment receipts

Click Open External > Fee Receipt Window will open in a new tab

Step 3

Student :

Student Receipt			
Date	ReceiptNo	Amount	Download
29/01/2023	ON-002796	1700.00	
30/11/2022	ON-002735	1700.00	
01/11/2022	ON-002682	1700.00	
28/09/2022	ON-002635	1700.00	
29/08/2022	RS-023314	1700.00	
16/08/2022	RS-023132	1925.95	
30/05/2022	RS-022538	1515.00	

Transportation Receipt			
Date	ReceiptNo	Amount	Download

To Download the payment receipts

Click on Download Icon to download the receipt

For Siblings: Switch the Account

Click on the right top corner logo > Switch the account > Continue the same steps.



THANK YOU !!!!

If you have any further queries please call on +971 4 321 2144

OR

Write to accounts@credencehighschool.com