



Dear Parents & Guardians:

Re: Introducing RYCOR Online Payments

Red Deer Catholic Regional Schools (RDCRS) is pleased to advise that RYCOR Online Payments will be available for school fees starting **September 19, 2022**. This convenient new tool is accessible through the PowerSchool Parent Portal.

Methods of payment include Visa, Visa Debit, MasterCard and Debit MasterCard.

Please note: Interac Debit cards cannot be processed online at this time.

How do I use RYCOR Online Payments?

1. Visit your school's website.
2. Click on the sidebar link to access [PowerSchool](#).
3. Sign in using your PowerSchool Username and Password.
4. Click on link, 'School Fees and Forms', located on the left-hand side.
5. Please follow the instructions provided on screen when you are taken to RYCOR. If you have questions, please contact the school office.

What if I don't have a PowerSchool Account yet?

1. Visit your school's website.
2. Click on the sidebar link to access [PowerSchool](#).
3. Click on Create Account – located beside the Sign In Tab.
4. Complete the top portion with name, username, password and your email address.
5. You will be asked for a "Net Access ID" and "Net Access Password" for at least one child registered in RDCRS.
6. The ID and Password are specific to each individual student. If you do not have these handy, please contact the school office for assistance.

What if I have more than one child to pay fees for?

All students within the RDCRS division must be linked in your PowerSchool Parent Account in order for them to appear together under your online payment parent account. With a few simple mouse clicks, parents can view assessed fees, any outstanding balances, and pay for all of their children in a single transaction.

Will the school continue to accept school fee payments by cash or cheque?

1. Yes. However, it is our long-term goal to have all fees paid using RYCOR Online Payments. RYCOR will provide Parents /Guardians with the convenience and ease of making payments from the comfort of your home, 24hrs a day. Thank you for your support in using RYCOR Online Payments! If you have any questions, please feel free to contact the school office.

Sincerely,
Mrs. Rose McQuay, Principal, St. Gregory the Great Catholic School