

How to pay for items in School Cash:

School fees can be paid online, through our website, <http://trochuvalley.ghsd75.ca/>

This online payment system is also the only way parents can order things like Hot Lunch items, sign up for pizza days, etc.

To sign up for an account, go to our website. On the top right hand side of the school webpage, click on “Quick Links”, then click on “Online School Fees”. There, you can either click on “Register” if you are a new user, or click on “Sign In” if you are a returning user. After you have registered for an account, you can add your student(s) to your account. You will need to select Trochu Valley School from the drop down list, and enter your child’s first & last name, along with their birthdate.

Any school fees, (whether optional or required), and any other items available for purchase will show up once they have been assigned by the school. Some fees, such as sports and certain field trips, may have the option of paying in installments. These will be clearly marked with an option to “Pay in Full” or “Installments” button.

****Because we have 2 semesters, some fees won’t be assigned until February, when semester 2 starts. Sports fees/field trip fees are assigned to students once the team roster/field trip student list is given to the school office. Sports fees/field trip fees can be assigned at any point throughout the school year****

All items will either be “**required**” or “**optional/recommended**”

- Click on the item name. IE-25/26 Yearbook.
- Then you can add the item to your cart. You can then “Select More Items”, if you have more items to purchase, or you can hit “Continue”, as soon as you have all the needed items in your cart.
- Once you hit Continue, you can pay in the next screen. It gives you a few different options for making payment, including using a credit card.

If you have any other questions in regards to the online fee payments, please don’t hesitate to phone Christina Hoppins at the school at 403-442-3872, or email at christina.hoppins@ghsd75.ca