

Online Payments - Fees Module

Payment Provider - Stripe

Your step by step guide to get online payments set up for your SchoolsBuddy

1. Set up an Account with Stripe

If you do not have an existing account with Stripe go to <https://dashboard.stripe.com/register> to create one.

2. Connect your Stripe Account in SchoolsBuddy - Log in

- a) Once you have access to your SchoolsBuddy site go to the relevant url below and login with your email and password for your SchoolsBuddy site.

UK/EU/Middle East/Africa - www.schoolsbuddy.net

Asia - www.asia1.schoolsbuddy.net

US - www.us1.schoolsbuddy.net

*If you are unsure which link to use contact us at onboarding@schoolsbuddy.com

N.B. This should not be used to login to your SchoolsBuddy account on any other occasion.

- b) Once logged in, go to Admin and then the Stripe tab. Click to 'Create/Link stripe account'

4. Complete Stripe setup

Having clicked 'Create/Link stripe account' a new window will open. Follow the instructions to link to your Stripe account to your SchoolsBuddy account.

Once the account is successfully linked the message in the Stripe tab will show 'Your school has successfully linked a Stripe account to SchoolsBuddy'.

Online Payments will now be live.