



PINE RIVERS DISTRICT SCHOOL SPORT

Dear Parents/Carers

Subject: Pine Rivers District School Shop Online

Payments for **District Sports Nomination Fees and district apparel** are made via Pine Rivers School Shop Online.

There are many School Shop Online websites. Be sure to use [Pine Rivers District School Shop Online](https://schoolshoponline.net.au/pineriverssports/index.aspx)

Copy and paste this link into the web browser <https://schoolshoponline.net.au/pineriverssports/index.aspx>

your page should look like this.

To Register

- As a **NEW USER** > click on REGISTER NOW
- Add your details – you only need to complete the areas with the red *
- You have a choice to select 'create an eWallet account'
- SSOL incurs a 30 cent fee.
- If you transfer money into eWallet this will incur a 30 cent fee, eWallet will take 48 hours to register a payment.
- The use of a Credit card or debit card will incur a 1.5% surcharge.
- At the end of the page ENTER CODE – the code is in the box beside the empty box
- Tick the box > Terms and Conditions
- Select SAVE
- Go to MY ACCOUNT > ADD /EDIT STUDENT – you must add your child and the school they are enrolled in.

- As an **EXISTING USER** > put in your email address and password
- If you don't remember your password – select **Password reset** the system will automatically send you an email to your assigned email address
- The system will lock any user out indefinitely if they input the wrong password 5 times in a row.
- The administrator would have to be contacted.

To Register your child into a Sport Event

- Select **School Sport** from the **Home Page** > ENTER
- Select **PINE RIVERS DISTRICT SPORT TRIAL**, if your child is going to a district trial > Student Name
- You will need to go to MY STUDENT and update your child's and school information
- Select **MET NORTH REGIONAL SPORT TRIAL**, if your child is selected to attend regional trial swimming, Cross Country or T&F
- For **Apparel**, select **District Apparel**. Apparel is for students who have been selected in a District Team only
- Choose your item(s) and **Add to Cart**.
- Select **Checkout**



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- Collection of uniforms will be via coach or manager of the team, unless suggested by the team letter

To Pay

The payment option is by **Credit Card** or **E Wallet, 48 Hours before trials**

- Select the Payment Method from the drop-down menu.
- Complete the details and submit the payment.

You can view your transactions in the 'My Account' section of the site.

You will receive an email confirmation and receipt for your records.

A fee of 30cents, go to School Shop Online website

A surcharge of 30c + 1.5% is your credit/debit card fee.

District Nomination fees are not refundable.

PARENTS ARE TO KEEP A RECORD OF PAYMENT FOR CONFIRMATION.

Quick references

There is a 'FAQ' section in the site where you can read more about the services.

FAQ:

Bray Parks SS appears on the top left corner of my invoice:

This is because SSO is based out of BPSS, your child will still be associated with the school you registered them with.

I can't log in:

Click on the "Lost Password?" button and check your nominated email. Look in your junk or clutter folder if your "new password" email is not in your inbox.

I don't want to pay any surcharges:

eWallet does not occur any bank charges but can take up to 48 hours to process. It is like an online debit account. SSOL will incur a .30 cent fee.

I can't find my child's name in the drop child' down menu:

From the main menu select "my account" and go to "add/edit student"

I can't find the link to my child's sport:

Make sure you are on the correct SSO site. All PRD trials will be on the Pine Rivers District site. Regional Trials will be on the Met North portal. You will be required to sign up and register your child for the Met North website as it is a separate site.

I don't have access to the internet or a Credit Card:

Please go to your associated school where the office staff will be able to help you.

Can't I just bring cash on the day:

Sorry but we are not allowed to accept any cash.