

Online Payment process for Desjardins users, via Accès D

1. To open your session with Accès D go to www.desjardins.com and click on Go.

https://www.desjardins.com/ca/index.jsp

Desjardins Search Find us | Contact us | QC | Français | A- A+ Log on

Personal services Business services Co-opme About us Home

COOPERATING TO HELP YOUNG PEOPLE SUCCEED
On October 20, 2016, employees and officers will work together to help kids to stay in school and succeed academically.

Log on Close

Accès D Online transactions
Go
Learn more about Accès D
Learn more about Accès D Affaires

Desjardins Online Brokerage Go

Desjardins Wealth Management accounts Full service brokerage Go

Other applications
Select
Go

Guaranteed 100% Secure

Comments, suggestions or complaints

Find a point of service
Postal code Go

Caissez open on weekends

Preferred caisse or Desjardins Business centre
Add

Useful links

Need advice?

Desjardins Member Advantages

Five common misconceptions about wills

VRSP: Final push before the first deadline

Going on a trip?

https://accweb.mouv.desjardins.com/identifianturisque/identification?domaineVirtual=desjardins&langueCible=en

Desjardins Accès D Accès D Affaires Contact us | Help | Français | A- A+

Log on

Username: Remember (Not recommended on a public computer)

Cancel Go ** Forgot your password?

Security

- See security
- Report fraud
- How to protect yourself
- Technical support

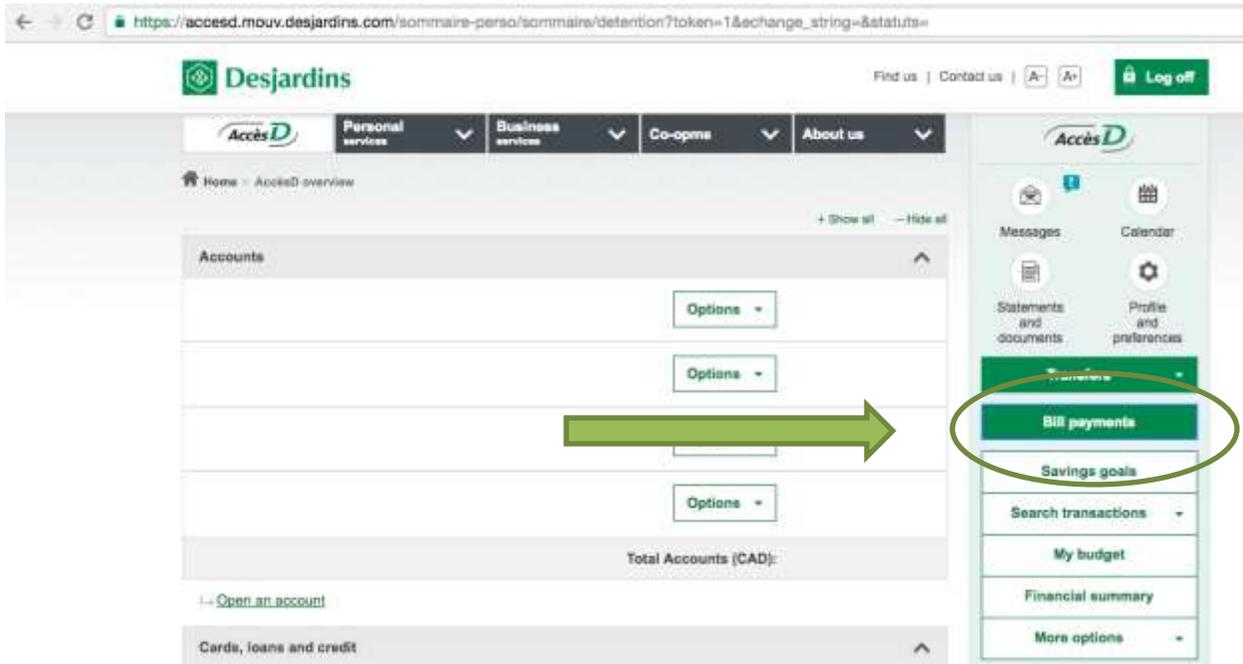
Guaranteed 100% Secure

- Register for Accès D
- Register for Accès D (non-members)
- Register for Accès D Affaires
- Become a member

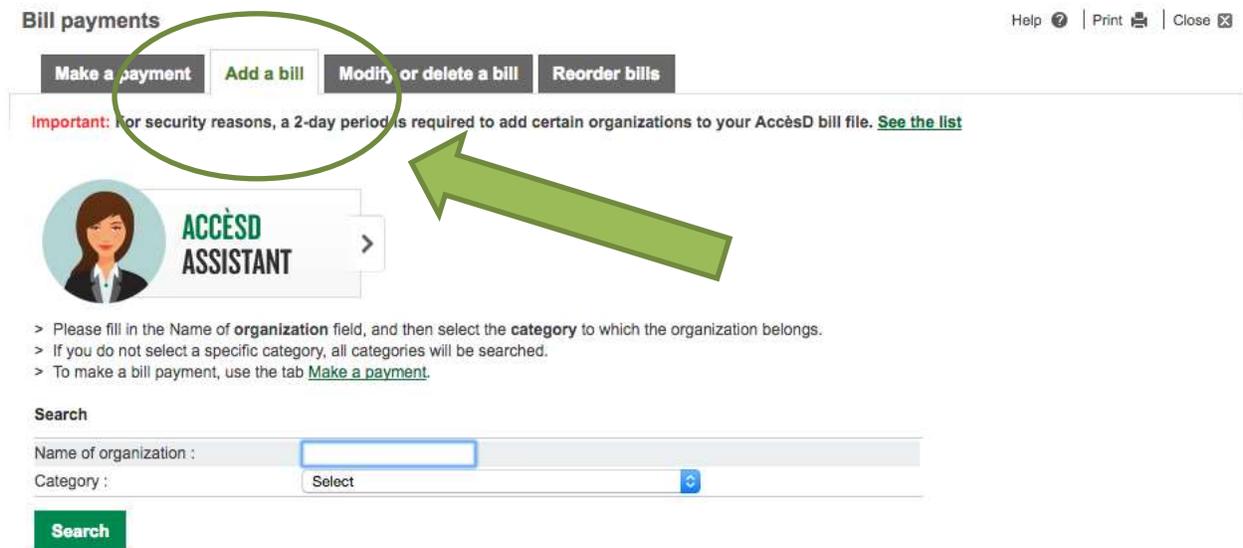
Estate planning
Leave more to your loved ones while minimizing their tax burden.
Learn more

These tools can help your business
Whether you want to start, grow or transfer your business, Desjardins has simple and effective tools to help you do it.
Learn more

- Once you have entered your user name/card number and password, and entered Accès D, go to the section “**Bill payments**”



- Go to the section “add a bill”



4. Enter "Eastern" and select "Educational Institutions" then click "search"

Bill payments Help | Print | Close

Make a payment **Add a bill** **Modify or delete a bill** **Reorder bills**

Important: For security reasons, a 2-day period is required to add certain organizations to your AccèsD bill file. [See the list](#)

 **ACCÈSD ASSISTANT**

- > Please fill in the Name of **organization** field, and then select the **category** to which the organization belongs.
- > If you do not select a specific category, all categories will be searched.
- > To make a bill payment, use the tab [Make a payment](#).

Search

Name of organization :

Category :

Search

5. Find "Eastern Townships school board – School items" and click "OK"

Bill payments Help | Print | Close

Make a payment **Add a bill** **Modify or delete a bill** **Reorder bills**

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Search

Name of organization :

Category :

Search

Search results

10 organization(s) found

> Please select the organization you want to add, and then click on the **Validate** button.

	Name of organization	Category
<input type="radio"/>	CHEO - Childrens Hospital of Eastern Ontario	Health services
<input type="radio"/>	Eastern Ottawa Resource Centre	Miscellaneous
<input checked="" type="radio"/>	Eastern Townships school board-School intems	Educational institutions
<input type="radio"/>	Masterfeeds Inc. - Eastern Canada	Agricultural products and services
<input type="radio"/>	Parity Committee of the Automobile Service Industry of Eastern Township	
<input type="radio"/>	School Board Eastern Townships - Daycare center	Educational institutions
<input type="radio"/>	School Board Eastern Townships - Taxes	School taxes
<input type="radio"/>	School board Eastern Shores (QC)	School taxes
<input type="radio"/>	Southeastern Mutual Insurance Company	Insurance
<input type="radio"/>	Uni-select Eastern Inc.	Distributors (wholesalers)

OK **Cancel**

6. In the “Reference no.” box, enter the **20 digit number**; being the “Ref. number” you will see at the bottom of your invoice/statement of account on page 1, in a grey colored box). The number **starts with 836**. Enter your child’s name into the “Description”, then click “ok”.

This number identifies both the student and the payer. This number will be the same, as long as your child goes to the same school. You will need to create a separate payee’s invoice reference number to pay for each of your children (as they each have a unique ref. number). You will also need to enter a separate payee ref. number for each payer: if both parents pay an invoice, each parent has their own ref. number.. (i.e. joint custody). A tax receipt (relevé 24 issued each year for noon hour supervision fees) is issued to the payer, based on the ref. number. **It is very important to use the accurate ref. number**

Bill payments Help ? | Print | Close

Make a payment **Add a bill** **Modify or delete a bill** **Remove bills**

Important: For security reasons, a 2-day period is required to add certain organizations to your AccèsD bill file. [See the list](#)

Organization	Reference no.	Description
Eastern Townships school board-School interns	83621700961560195176 ?	NAME OF STUDENT ?

OK Cancel



Sherbrooke Elementary School
242, rue Ontario Sherbrooke, Qc
J1J 3R1

Eastern Townships School Board
340 rue St-Jean Bosco
Magog, QC
J1X 1K9

Invoice / Account statement for : 2016-2017

Guarantor :

Student :

[Redacted area for Guarantor and Student information]

Phone (work) :
GST :

PST :

Payment at school

Paid by : (please circle your name below if more than one appears)

- Abd El Rahman, Taha Mohamed / Abd El Rady Gad El Kerim. Ar
- Other - Indicate below the first name and last name in block letters



Amount owed **0,00 \$**

Print date : 2017-11-16 9:25

If paying by cheque, please make it payable to the school :
Sherbrooke Elementary School

Amount paid:

[Input field for Amount paid]

*** do not forget to write the child's, name and id number, on the back of the cheque ***

- Cash
- Cheque # _____

Cut on the dotted line above

**When paying, at school with cash or by cheque
include the Invoice / Account statement above in a sealed envelope**

Account summary

Amount owed	- Postdated cheque	=	Account balance	\$ Payment agreement
0,00 \$	- 0,00 \$	=	0,00 \$	

Payment at your bank

*** Please note that if you are a CIBC customer you will have to pay by cash or by cheque ***

When paying by internet, ATM or bank teller use the appropriate Reference number below

When entering the appropriate Reference number below to identify the correct payer
do not enter any of the spaces present in the reference number

Print date : 2017-11-16 8:25

Reference number for payment by Internet
do not include spaces

Father 836 217 0096156 019517 6

Reference number for payment by Internet
do not include spaces

Mother 836 217 0096156 019957 3

7. Verify information, then **Confirm**.

Bill payments Help ? | Print | Close X

Make a payment **Add a bill** **Modify or delete a bill** **Reorder bills**

 **Validation**

You want to add the following bill to your file:

Organization	Reference no.	Description
Eastern Townships school board-School intems	83621700961560199573	NAME OF STUDENT

Confirm **Correct** **Cancel**

8. You can now go back to “Make a payment”

Bill payments Help ? | Print | Close X

Make a payment **Add a bill** **Modify or delete a bill** **Reorder bills**

 **ACCÈS ASSISTANT** >

- > The date on your statement may differ from the payment date. See Help to learn more.
- > To check the confirmation number of a paid bill, see Bill payments under **Search transactions**.
- > Go to your [ePost Mailbox](#) to view epost bills.
- > To add or delete an alert on a bill, click on **Manage alerts** under **Profile and preferences**.

9. You can now see the payee on your list and can now pay your bill/statement of account.

21740000000256770117		<input type="radio"/> Later Select	
School Board Sommets - Taxes (QC) french taxes 00908000000413390118		<input checked="" type="radio"/> Now <input type="radio"/> Later Select	Thursday, April 12 , 2018
VISA Desjardins Modulo GOLD MODULO GOLD 4540 33** **** 7017		<input checked="" type="radio"/> Now <input type="radio"/> Later Select	Thursday, April 12 , 2018
Accord D - Plan 016 VISA Desjardins Modulo GOLD ACCORD D CAISSE 815 50030SHERBROOKE QC		<input checked="" type="radio"/> Now <input type="radio"/> Later Select	Thursday, April 12 , 2018
Eastern Townships school board-School intems NOM DE LELEVE 83621700961560195176		<input checked="" type="radio"/> Now <input type="radio"/> Later Select	Thursday, April 12 , 2018
Eastern Townships school board-School intems NAME OF STUDENT 83621700961560199573		<input checked="" type="radio"/> Now <input type="radio"/> Later Select	Thursday, April 12 , 2018
Société de l'assurance automobile du Québec (SAAQ) M2359 070787 07		<input checked="" type="radio"/> Now <input type="radio"/> Later Select	Thursday, April 12 , 2018
Variable reference no. : <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Please note that there is a delay of 2 to 3 working days to allow all data to be updated in our different software.

It is important to know that if your child changes school, you will need to update your payee's ref. number as they are specific for each school.