

HOW TO PAY FEES THROUGH RTO

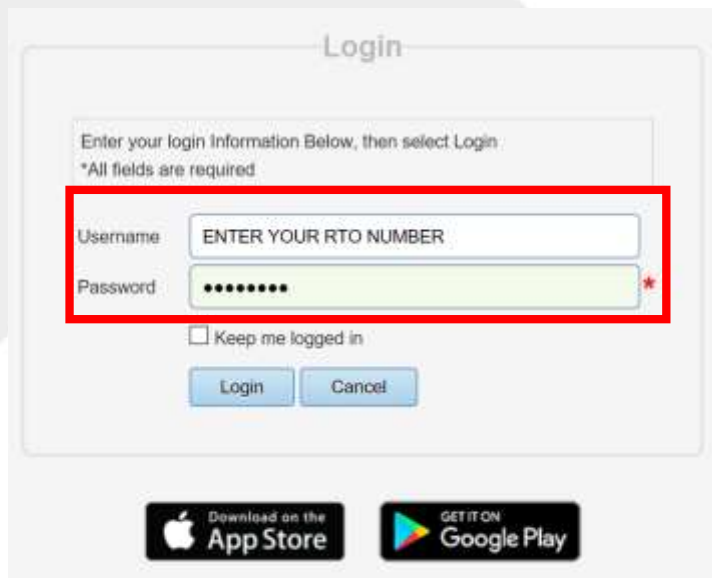
Your tuition fees can be paid through [RTO Manager](#) or bank transfer. (Please read important information carefully on the last page)

All students will have access and login details can be requested from the student services team.

Step 1: Go to <https://ecavu.rtomanager.com.au/Default.aspx>

Log in with your username (Eg: 2020xxxxx) & password (Eg: ddmmyyyy).

DO NOT use your VU ID number (Eg: s460xxxxx).



Step 2: Click on "Payment" tab. You will be able to view all the invoices that are due and been paid for.

Please take note that you will need to clear any outstanding fees from your previous invoice before proceeding to pay for your current invoice.

Step 3: Click on "Pay Now" link to pay your fees. Enable 'pop-up' to access the payment page.

Tuition Fee Payments

Invoice schedule(s) for student: 201805082; CourseId: NBIT-2TT

Invoice Due Date	Invoice Number	Invoice Start Date	Fees	Invoice Cr.	Fee Paid	PayFees Online
23 Mar 20	13802	23 Mar 20	\$10,400.00	\$0.00	\$5,200.00	Pay Now

Step 4: Scroll up the page to double check your name and email address. You can enter the amount you want to pay. Enter your credit/debit (VISA & MASTER) card details (1.5% surcharge applies for all credit and debit card payments) and click on Pay Now.

Payment Detail

Note: A service fee of 1.50% will be added to the total amount of payments made by Visa and MasterCard.

Enter amount you want to pay *

11000

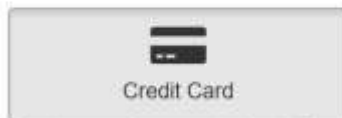
\$165.00

CHARGEABLE SERVICE FEE

\$11165.00

TOTAL FEE INCLUDING SERVICE FEES

Payment Method



Credit Card

Click **Credit Card** icon to proceed the payment online with Secure Bank Gateway.

Step 5: You will be taken to a confirmation page for a successful payment.

Receipt of payment will be sent to your email address.

Thank you for the payment

Your payment has been successfully proceeded.

Direct bank deposit

You can make a direct deposit from your bank to ECA VU Sydney bank account.

You MUST include your full name and student RTO ID as reference on your bank transfer.

Once you have made the bank transfer, please forward the screenshot/e-receipt to fees@vusydney.edu.au

Bank: HSBC Bank Australia Limited
Address: Bondi Junction, NSW 2022, Australia
BSB No: 342 078
Account No: 050 127 001
Account Name: Education Centre of Australia Pty Ltd
SWIFT No: HKBAAU2S

[DO NOT pay your fees through MYVU \(student portal\)](#)

IMPORTANT INFORMATION

- A 1.5% surcharge will apply when making payments from credit & debit cards and to avoid that, you can make payment by direct bank deposit. Please make sure you have your correct VU RTO ID and full name as reference when making the deposit.
- Direct payment through RTO and domestic bank transfers will take up to 3 to 5 business days to be updated into ECA VU RTO Manager system. Receipts of payment can be downloaded after payments have been reflected.
- Overseas transfers will take up to 7 business days to be updated into our system.
- *Please forward your bank transfer screenshots or e-receipts to fees@vusydney.edu.au (This is a non-reply email).*
- A late payment fee of \$158 will be imposed for payments that are not made by the invoice due date. You will be able to pay the late payment fee by choosing Miscellaneous Payments option and click on Pay Now.