Important tips to remember:
- Always use your student number as the reference, so that the money can be correctly allocated to your account.
- Always send a copy of the proof of payment:
  - via email to fees@oxbridgeacademy.edu.za
  - via WhatsApp to 063 951 8200.
- If your student number starts with a letter of the alphabet, please leave the letter out.
  Example: If your student number is B12345, your reference should only be 12345.

A Debit order (This is the preferred payment method)

A debit order pays your instalment automatically on an agreed-upon date each month, without you having to make any further arrangements. In addition, you will not need to send any proof of payment, as the notification to Oxbridge Academy happens automatically.

Please complete the Debit Order Mandate attached to this form, and send it to us.

B EFT and mobile banking

EFT is a payment that occurs via the internet. It is a quick and safe payment method that can be done from the comfort of your home. Mobile banking works in a similar way to an EFT, as the funds are sent electronically. Simply add Oxbridge Academy as a beneficiary by using the bank account details provided on the right.

When prompted on where to send a proof of payment, please enter the following email address: fees@oxbridgeacademy.edu.za

Did you know that Capitec has a Mobile Banking App? Capitec-to-Capitec payments are transferred easily and are available immediately. Oxbridge Academy is loaded as a Public Beneficiary on Capitec’s list of beneficiaries. Simply search for us when making a payment. To download the Capitec Mobile Banking App, visit their website for instructions.

C Capitec ATM cash deposit

For cash payment at your nearest Capitec ATM simply follow these steps as indicated on the ATM screen:

Step 1: At a Capitec ATM, touch the screen to get started.
Step 2: Select the option ‘Pay a Capitec Bank Client’.
Step 3: When prompted if you want to continue with the third-party deposit, select ‘Yes’.
Step 4: Insert the notes into the slot that will open below the screen.
Step 5: Enter Oxbridge Academy’s Capitec bank account number: 155 446 4720 and hit ‘Enter’.
Step 6: On the confirmation screen, ensure that the Account Holder displayed is ‘Oxbridge Academy Pty Ltd’ and select ‘Enter’ (if not, select ‘Cancel’ and start again).
Step 7: Remember to take the slip printed by the ATM when your transaction has been successful and send a copy of it to us.

D ABSA ATM cash deposit

For cash payment at your nearest ABSA bank use the bank details on the right.

Note:
ABSAs and other financial institutions prefer cash deposits to be made at the ATM, instead of at the teller, as handling cash is a very high risk. To compensate for this risk, they levy Oxbridge Academy very high cash deposit fees that start at R30 per deposit. Therefore, we urge you to rather use the ATM for cash deposits, as we reserve the right to pass the cash deposit penalty fee of R30 to your account.
PAY@ (SA students only)

Pay your account while you are at the shops!
Always remember to put your Unique Bill Payment Reference: **11427** in front of your student number when paying with

**Example:**

<table>
<thead>
<tr>
<th>Oxbridge Academy</th>
<th>student number</th>
<th>11427 XXXXXXXX</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mr AN OTHER</td>
<td>BXXXXXXXXX</td>
<td>11/2015</td>
</tr>
</tbody>
</table>

PLEASE NOTE: If there is a letter of the alphabet in front of your student number, please leave the letter out.

**Example:** If your student number is **B** XXXXXXXX, your reference number would be **11427** XXXXXXXX.

(Do not add the letter)

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### How to make an IN-STORE payment with (pay@)

**Step 1:** Visit any of the following stores: Ackermans, Boxer, Builders Warehouse, PEP, Pick n Pay, Checkers, Flash Trader, Game, Makro, Shoprite, Spar or USave or use any of the following online/mobil options: Master pass app, Nedbank app, Snapscan app, or Zapper app.

**Step 2:** Make sure you have your unique student number available. It is always a good idea to have your Oxbridge Academy student card handy.

**Step 3:** Go to the services/money market/pay point counter/mobile app.

**Step 4:** Inform the store assistant that you would like to make a payment for Oxbridge Academy, towards your studies via the Pay@ option. Or pay via the mobile apps.

**Step 5:** Always remember to put your Unique Bill Payment Reference: **11427** in front of your student number when paying via the Pay@ option.

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### PAY@ approved RETAIL OUTLETS:

**Simply take your student card/number to ANY one of these shops and pay at the paypoint:**

![Retail Outlets Logos]

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### How to make an ONLINE or MOBILE payment with (pay@)

**Step 1:** Scan the QR code.

**Step 2:** Enter your Account or Pay@Reference no. starting with **11427**.

**Step 3:** Select payment option and enter amount owing.

**Step 4:** Receive confirmation of successful transaction.

Scan the QR code and type in Pay@ reference no. starting with **11427**

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### PAY@ approved MOBILE APP payments:

![Mobile Apps Logos]

www.payat.co.za