

## College Shop.

This year we are running a new online college shop.

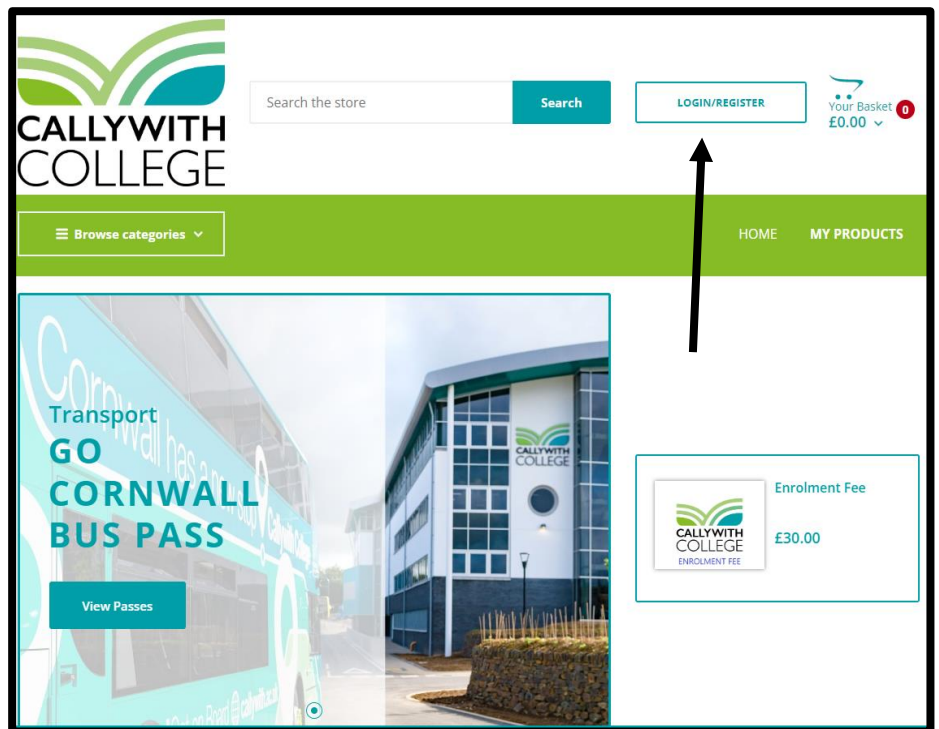
Here you can purchase your bus pass, enrolment fee, pay for trips and more.

This is a different system to the college portal, and therefore you must register for an account before you can use the system.

Please follow the instructions below:

1: [Follow this link.](#)

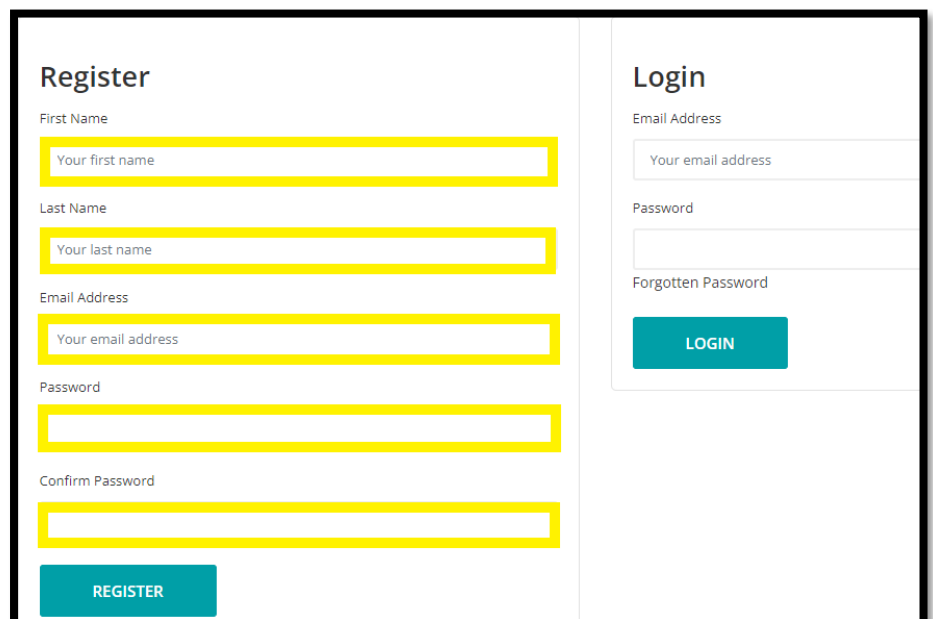
2: Please press  
Login/ Register



3: Please complete the left-hand side under Register.

Please complete the boxes highlighted in yellow.

Press register at the bottom.

The image shows two forms side-by-side. The left form is titled 'Register' and contains five input fields: 'First Name' (with placeholder 'Your first name'), 'Last Name' (with placeholder 'Your last name'), 'Email Address' (with placeholder 'Your email address'), 'Password', and 'Confirm Password'. All these input fields are highlighted with a yellow border. At the bottom of the register form is a teal 'REGISTER' button. The right form is titled 'Login' and contains two input fields: 'Email Address' (with placeholder 'Your email address') and 'Password'. Below these fields is a 'Forgotten Password' link and a teal 'LOGIN' button.

4: It will bring you to this screen.

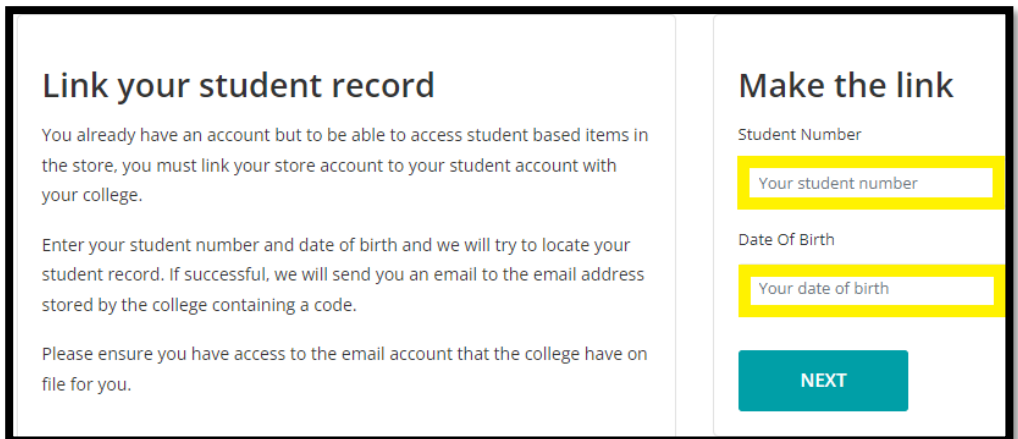
Please press 'LINK TO STUDENT RECORD'



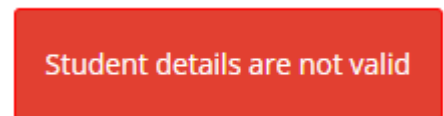
5: It will bring you to this screen.

Please complete the highlighted boxes on the right hand side.

Please press next.

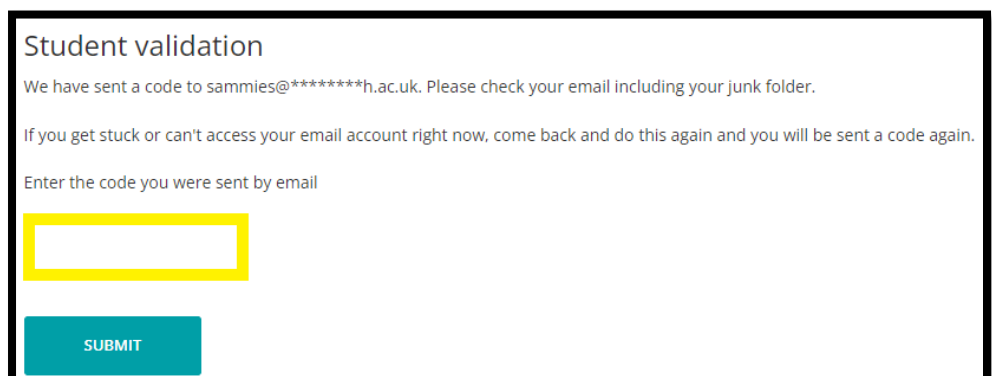


If this alert comes up, please check you have entered the details in correctly. If you have it could mean that the student does not have a confirmed place with us, or the date of birth on our system does not match. Please email [admissions@callywith.ac.uk](mailto:admissions@callywith.ac.uk) to check.



6: It will bring you to this screen.

A code will be emailed to your son/ daughter. Please ask them for the code and enter into the highlighted box.



You can now go ahead and purchase the enrolment fee, and bus pass\*. Once your son/ daughter has joined us in September you can use this platform to pay for trips, pay for art materials, stationary and more.

\*Bus passes will go live from the 5<sup>th</sup> of August. Please note if you have applied for a bursary the discounted price will not show until you are in the checkout stage.