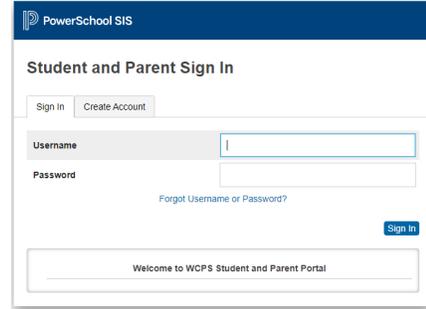


# How to Submit a Parent Permission Form Online

1. Log in to your parent portal account via the school website <https://bentley.wolfcreek.ab.ca/> and click on the PowerSchool icon and then log in to your parent portal

**PowerSchool & Online Payments**  
PowerSchool is a secure web-based platform designed to strengthen communication between the school and home by providing parents and legal guardians access to their child's attendance records and academic progress online. Make Fee payments, pay for hot lunches, athletic fees, field trip fees, etc.

[Click here!](#)



2. Once logged in, click on the School Fee Icon



3. Then click on the permission form icon. Eg. Robotic Tournaments



**Robotic Tournaments  
Permission Form**  
2019/2020

4. Fill out the form and at the bottom of the screen click



5. Click on the cart icon in the top right corner of the screen



6. If there is no fee attached to the permission form, click on "Confirm Items". Once completed you have completed the online permission form process.

**Confirm Items**  
Please confirm you would like to submit your completed forms. No payment is required.

[Cancel](#) [Confirm Items](#)

**Bentley School**

**Additional Items In Cart**

Robotics Tournaments Permission Form		
<b>Total:</b>	\$0.00	\$0.00

7. If there is a fee attached to the permission form, you will see a fee appear in your cart and in your account summary. Some fees have been incorporated into your child's school fees so please make sure you review your account summary and that all necessary fees are paid.



\$7.00

<b>Gr 9 Snowshoeing Field Trip Form</b>						
Gr 9 Snowshoeing Field Trip Fee	\$7.00	-	-	\$7.00		
<b>Total:</b>	<b>\$7.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$7.00</b>	<b>\$7.00</b>	

8. Click on the cart icon and you will be able to pay using the following methods. Once the fee has been paid, the online permission form has been completed.

**Total Amount**

\$7.00

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**Payment Options - Required Fees Only**

If you are unable to make a full payment at this time, you can make a partial payment. Optional items such as hot lunch, yearbooks, field trips, ski trips etc. are not eligible for Partial Payment.

Partial Payment

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**Payment Method**

No Saved Cards on Profile  
[Manage Saved Cards](#)

Credit Card

INTERAC® Online

**Bentley School Test**

Bentley School

*Additional Items In Cart*

<b>Gr 9 Snowshoeing Field Trip Form</b>		
Gr 9 Snowshoeing Field Trip Fee	\$7.00	\$7.00
<hr/>		
<b>Total:</b>	<b>\$7.00</b>	<b>\$7.00</b>

**If you have misplaced your Parent Portal log in information or have any questions, please call the school for assistance.**

403-748-3770