



# ST. JOHN'S ACADEMY

## SHAWNIGAN LAKE

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2371 Shawnigan Lake Road, V0R 2W5, Shawnigan Lake, BC  
Tel: 250-220-4888. Email: [info@stjohnsacademy.ca](mailto:info@stjohnsacademy.ca)

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### Payment Information

- All fees must be paid in Canadian dollars (CAD)
- All application fees are non-refundable
- All fees are subject to the Refund Policy. Please refer to the SJASL Refund policy
- All fees are subject to change without prior notice
- The receipt of the payment must be sent to: [accounts@stjohnsacademy.ca](mailto:accounts@stjohnsacademy.ca)
- We accept the following forms of payment:
  1. **Cash**
  2. **Personal Cheque, Money Order, or Bank Draft**
  3. **QR Code Payments (WeChat Pay and Square)**
  4. **Credit and Debit Card**
  5. **Online banking (Wire Transfer, Direct Deposit, Interac e-Transfer)**
  6. **Flywire**

**\*\*Please refer to the details below for each Payment Method\*\***

#### 1. **Cash**

- We are not able to accept cash over \$1,000.00
- Must be received In-Person only

#### 2. **Personal Cheque, Money Order, or Bank Draft** • Please make your Cheque or Draft payable to:

“St. John’s Academy Shawnigan Lake Society”

And mail to:

2371 Shawnigan Lake Road,  
Shawnigan Lake BC, V0R 2W5

**Attention: Finance Department**



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- If a cheque is returned for any reason (such as non-sufficient funds, account closed, invalid date, etc.) the School will charge a \$50 fee to the student's account and you will be required to immediately issue another form of payment.

### 3. QR Code Payments (WeChat Pay and Square)

- **Processing Fee**

St. John's Academy Shawnigan Lake charges a 3.5% payment processing fee for each transaction through the WeChat/OTT PAY/ Square platform.

- **Payment Processing**

To make payment through WeChat or Square, please scan the appropriate QR code below:

#### WeChat/OTT PAY



#### SQUARE





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#### 4. Credit or Debit Card

- Debit card transactions must be made in person
- Credit card transactions can be made in person or over the phone
- Payments made by credit card will have a 3.5% fee added for payments made over \$1,000.00

#### 5. Online Banking – Wire Transfer

Payments to be sent to St John's Academy Shawnigan Lake

School Address: 2371 Shawnigan Lake Road, Shawnigan Lake BC, V0R 2W5

Bank Name: Royal Bank of Canada (RBC)

Bank Address: 456 SW Marine Drive, 3<sup>rd</sup> Floor, Vancouver BC V5X 0C4

Account Number: 1070523

Transit Number (Branch Number): 07360

Bank Institution Number: 003

Swift Code: ROYCCAT2

CC Code: 000307360

- Please include sender's name, student's name, and date of birth
- If paying by wire transfer, please add \$40 CAD bank service charge
- Payments will take 1-2 business days to process

#### Online Banking – INTERAC e-TRANSFER

- Not available for tuition payments
- Maximum payment of up to \$3,000
- Please email St. John's Academy accounting office at [accounts@stjohnsacademy.ca](mailto:accounts@stjohnsacademy.ca) before you send payment by e-transfer, otherwise your transfer may be rejected.



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### 6. Flywire

- St. John's Academy has partnered with Flywire to provide a safe payment gateway that simplifies the payment process.
- Start the payment process at <https://stjohnsshawniganlake.flywire.com>
- For more information, please visit <https://stjohnsacademy.ca/shawniganlake/flywireinternational-payment/>



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