# Solution Overview

# Mit Education Solutions - ETB Solution

The MIT Payment Solution provides a secure payment system designed to allow ETB Schools easily and effectively manage their fee collections such as book rental, school trips, lockers, and voluntary contributions. The system allows the school to take payment online or in person at the school.

## Key Features

- Facilitates secure payment & collection of school fees
- Payment accepted online, using smart phone, using card terminal, & in person
- Parents can pay by card, cash, & cheque
- Allows for part or full payment of fees

- Provides SMS text communications with parents, students (reminders)
- New applicants or entrants can be added as required
- Provides comprehensive reporting and audit trail

## User Account

Once a user account has been created and validated, the user can log in securely on any device and is taken to their account to make payments and to view their account details and payment history, including all receipts and statements.
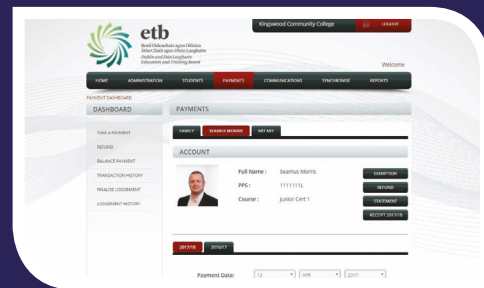
## Communications Module

The communications functionality within the system allows the school to communicate with parents/guardians by creating and sending email, SMS text messages, and online via the User Account. Communication is typically used for reminders and notifications, and payment links can be sent to parents so they can pay using their smart phone or tablet.

## Additional Functionality

The core payment solution can be expanded by adding Smart Card functionality which provides a student with an ID card (or fob) which can be topped up online by parents. This can be used for payment of any fee within the school or college, and means the student does not need to carry any cash on their person.

## Integration with MIS and Financial Systems

The MIT Payment System integrates fully with the predominant MIS and Financial systems currently utilised in Irish Primary Schools such as VSWare, Advanced (Facility), Capita SIMS, MIT eNROL, PLSS, Sun Financials, Manser, Sage.

Student, Parent, and Sibling data is automatically imported from the MIS into the Payment System meaning there is no additional set up or data entry required, and any changes made to the MIS records are reflected in the Payment System.

Parents are automatically associated with their children, allowing for family discounts where relevant.

The system integrates with the major financial systems whereby all transactions and lodgements are imported by the Financial system for processing, reconciliation, and reporting.

# Reconciliation of Payments

The MIT Payment System is a securely hosted, PCI compliant, web-enabled system meaning no hardware or software is required to deploy the system. MIT Education Solutions are a certified partner of Realex, SagePay & Elavon. These companies provide the highest level of PCI DSS compliance and security available.

All transactions are fully logged and recorded so that detailed reports can be generated from the system as required, such as Transaction report, Refund report, & Lodgement report.

Specific reports showing payment type and method can be generated on class groups as well as individual students and families.

These reports and logs are used to reconcile payments against the school bank account statements. Online payments go directly to the school bank account and are easily reconciled.

# Training and Support

MIT provides a turnkey solution which includes full training in the setup, configuration and use of your system. Initial training is typically provided onsite with follow up training provided online or onsite where required.

Our customer support team provide support services by phone, email, and via our online call logging system from Monday to Friday, 9am to 5pm (excluding lunchtime, bank and public holidays).

# Reporting

**The MIT Payment System provides the following reports which can be expanded upon or exported to Excel for further analysis as required:**

- Transaction report
- Refund report
- Lodgement report

**Specific reports can be generated as follows:**

- Class groups
- Individual students and families
- Payment by type & method

**Receipts are generated which typically contain the following:**

- School name
- Student ID and reference
- Name of payer
- Date and amount paid
- Outstanding balance

## Contact Details – ETB Schools & Colleges

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