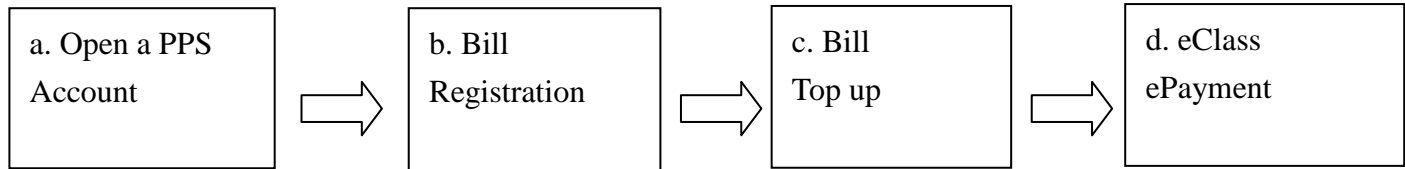


G.C.E.P.S.A.
Whampoa Primary School
PPS ePayment Guide



PPS ePayment Guide

ePayment Process



EPS Company (Hong Kong) Limited is providing PPS services which links parents' registered bank account with eClass ePayment accounts. Parents top up their accounts through PPS interface and money deposit into bank account of school first. Through the eClass ePayment System, parents can view the current balance, accrual record and payment record.

a. Open a PPS Account


i. Open a PPS Account is fast and simple. Bring along your ATM card or credit cards with ATM function to one of our easily accessible PPS Registration Terminals to open your PPS Account, set up a phone and internet password. Demo on how to open an account is available at

https://www.eps.com.hk/eng/company_ppsflow.asp

ii. There are over 200 Circle K convenience stores installed with PPS registration terminals, also in most major areas: PCCW shops and Aeon counters in all JUSCO stores.

Full location list is available at: <http://www.pps.hk.com/hkt/prt/Web/en/>

iii. Bring along your ATM card or a credit card with ATM function to any PPS registration terminal to open a PPS account.

1.  Press "2" for English

2. Press "1" to Open / Update Account

3. Please Swipe Card 

4. Select Bank Account Number

5. Input 6-digit ATM Pin

6. Enter mobile phone no. to receive the "One-time Password"

7. Select mobile number region prefix.

Press "1", Hong Kong or press "2", Macau

8. Enter a 5-digit PPS phone password that is assigned by user 

9. Re-enter the 5-digit PPS phone password

10. Press "1" to setup Internet Password. Press "3" to not setup Internet Password

(If not setup Internet Password, will go to step 13)

11. Enter an 8-digit PPS Internet password that is assigned by user

12. Re-enter the 8-digit PPS Internet password

13. PPS account no. will be printed on the receipt, please keep and record



b. Bill Registration

By Phone	By Internet
<ol style="list-style-type: none"> 1. Dial:18011 2. Press “1” for Bill Registration 3. Enter 8-digit PPS account no. (PPS account no. will be printed on the receipt) 4. Enter Merchant Code : 6522 5. Enter 6-digit Student No. 6. Bill has been successfully registered 	<ol style="list-style-type: none"> 1. Login www.ppschk.com/ Install, download and login “PPS on mobile app” 2. Enter 8-digit PPS account no. (PPS account no. will be printed on the receipt) and 8-digit PPS Internet password 3. Enter Merchant Code : 6522 4. Enter 6-digit Student No. 5. Bill has been successfully registered

Remarks: Every student need to register an individual bill, if more than one student is studying in our school, please repeat the above steps and register another bill.

Each bill should register once before payment.For PPS by Internet, please visit www.ppschk.com

c.Bill Top up

By Phone(With PPS account)	By Internet (With PPS account)	By over-the-counter bill payment service at nearby convenience store (Without PPS accounts)
<ol style="list-style-type: none"> 1. Dial: 18031 2. Enter a 5-digit PPS phone password 3. Enter Merchant Code : 6522 4. Enter 6-digit Student No. 5. Enter payment amount (Minimum Amount \$200) 6. Listen and record a 6-digit Payment Reference Number 7. If you can’t get the Payment reference Number, please call 18011 for enquiry 	<ol style="list-style-type: none"> 1. Login www.ppschk.com/ “PPS on mobile app” 2. Enter 8-digit PPS account no. (PPS account no. will be printed on the receipt) and 8-digit PPS Internet password 3. Select "Pay Bill" 4. Click "Pay" button to start the bill payment process 5. Enter payment amount (Minimum Amount \$200) 6. Click "Proceed" to finish 7. Save payment details for future reference 	<ol style="list-style-type: none"> 1 .Bring Student card or Students’ Handbook Page 5 (with barcode) to top up at nearby Circle K Convenience Stores 2. After Top Up, Parents will receive a payment receipt, please put it properly and don’t return it to school. In case there’s any doubt, school will ask parents as a proof.
<p>* An administration fee of \$2.2 (PPS/ online banking) will be charged for each deposit/ top-up transaction through EPS Company (Hong Kong) Limited service. * Cut-off Time: Mon-Fri 7:00pm Top up transaction before the cut-off time, parents can read the eClass parent app account balance after 3:00pm in the next working day.Otherwise, top-up transaction will be proceeded another working day later.</p>		<p>* An administration fee of \$3.4 (Convenience stores) will be charged for each deposit/ top-up transaction through EPS Company (Hong Kong) Limited service. * Cut-off Time: Mon-Fri 5:00pm Top up transaction before the cut-off time, parents can read the eClass parent app account balance after 3:00pm in the next working day.Otherwise, top-up transaction will be proceeded another working day later.</p>