



2nd – 6th Year Annual Payments 2024/2025

All payments **should be paid online** via our new VSware payment system.

Compulsory Fees must be paid no later than Friday 28th June 2024

If desired, you can avail of the flexible payment facility for all payments including Voluntary Contribution

- **Compulsory Expenses 2024/2025** (locker rental €35, admin (postage, VSware app, photocopying etc., €35 & Ins. €10) **€80**

Voluntary Contributions:

Please see details below on VSware App

Where circumstances allow, we ask that families consider giving an additional contribution to the school. We do receive government grants but there is always a considerable shortfall. All contributions are welcome. See guidance amounts below.

- **Single Student = €100**
- **Family (more than one student) = €150**

Downloading VSware App

Please note: Even if you have multiple children at the school, you only ever need one account per parent.

In order to access VSware, you will just need a username and password. If it is your first-time logging into VSware, the school will give you:

Your unique **username**. For example this might be *L.Adams*

You create your own unique password via the login screen. Explanation on how to do this is below. **Downloading the app and logging in via a device (phone/tablet etc.)**

- For Android devices: Visit the **Google Play Store** on your device and search for '**VSware**'
- For iOS devices (Apple): Visit the **App Store** on your device and search for '**VSware**'
- Tap '**Install**'. Once the app is on your device, start typing the name of your school, then select it from the dropdown list when it appears. Enter your username and password and hit **Login**

How to create your password if you don't yet have one.

- If you don't yet have a password, click **Create or reset your password**
- Enter your username and the last 4 digits of your mobile number, hit **Send Code (it may take up to 30 minutes for code)**
- You will receive an SMS code on your mobile phone which you then enter, along with your new chosen password. Follow the instructions on screen and hit **Change Password**
- You will be brought back to the login screen where you can enter your username, new password and hit **Login**

Please contact the school if you run into any difficulties with app/payment via the app

Fees are now open for payment on VSware - flexible payment options available.