

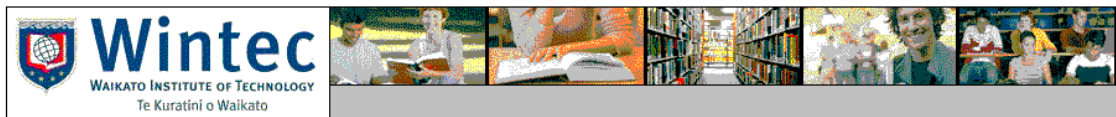
Wintec Custom House Payment Instructions

On the day you are ready to pay your student fees through our Custom House account, please log into <https://s15.bbtranz.com/xpay.bsp?merchant=NFnW8jDw>.

You will enter into the screen below where you will be required to enter specific information relating to yourself and your ID which will be on the information already supplied by Wintec.

NB. You can select the appropriate language of display by simply clicking on the drop down box.

You must complete all fields marked with an * before you will be able to proceed further.



Student Information

Fields marked with * are required.

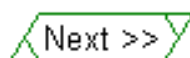
English ▾




Given Names: *	<input type="text"/>
Family Name: *	<input type="text"/>
Agent Name:	<input type="text"/>
Gender: *	<input type="text"/>
Student ID: *	<input type="text"/>
Date of Birth: *	<input type="text"/>
Citizenship: *	<input type="text"/>
Country: *	<input type="text"/>
	(This is the country from which you will make your payment.)
State:	<input type="text"/>
Contact Phone:	<input type="text"/>
Email Address: *	<input type="text"/>
Enrolled Programme & Start Date: *	<input type="text"/>
Passport Number: *	<input type="text"/>
Passport Expiry: *	<input type="text"/>



Once you have completed all the fields, click on the Next button.





Funds Transfer Information


Fields marked with * are required.

Student Name: Leanne Goodwin


Reference IS#:

Notes:

Payment Total: *



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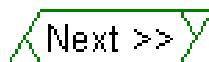
2009-07-07

You will now be taken to the 'Funds Transfer Information' screen. The 'Student Name' field will have automatically populated with the name you entered on the previous page.

You may note any relevant information regarding yourself, payment or your study in the 'Notes' field.

In the 'Payment Total' field you must enter the amount of fees you are going to pay – NB; this is the **New Zealand Dollar** amount that has been advised by Wintec.

Click the Next tab.



Funds Transfer Information

- Displayed below is your transfer amount - converted to your local currency
- You will receive printable details - to transfer your local currency amount to Custom House's specialized bank account with one of our banking partners
- Once you have these details, use your internet banking services OR give this printout to your own bank - to send/wire the local currency amount to this bank account
- Custom House will then - convert your funds, and complete your funds transfer to FERN English Academy Limited, in the currency in which you were invoiced

Student Name: Leanne Goodwin


Payment Total: NZD 16,000.00

Please select a Custom House banking partner to which you will transfer the funds:


Bank of America (USD)
 Bank of America (EUR)
 Bank of America (GBP)
 Bank of America NA (JPY)

Exchange Rate: 1.524189
 Amount as at today: USD 10,497.60

This process can only be completed once.



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2009-07-07

The 'Funds Transfer Information' page has the currency options that you will send to Wintec Custom House accounts. On this page you need to select the actual currency that you will be sending to our bank account. Listed on the page are all the Wintec Custom House bank accounts. Selecting a currency will display today's conversion rate.

If your local currency is not listed then you will need to select a major currency (USD/EUR/GBP/JPY) to send. In this instance, you will need to go into **your local bank** to purchase this major currency - which will be explained below.

* Please note that you do not have to go into a Bank of America branch. This is Custom Houses' local banking partner. **You should deal with your own bank at all times.**



Select the Display/Print field and click Next.

Remember this process can only be completed once. The payment must be made within 48 hours.

Lastly you will be taken to a new screen where your receipt is displayed. This receipt stipulates the amount of local/major currency you are to pay for your course fees. Print this page as you will need it to complete the process.

If you have selected to pay in your local currency you can either send the funds electronically using your internet banking system, or take the receipt into your local bank where they will transfer the money to Wintec's Custom House account on your behalf.

If you are paying in a major currency (USD/EUR/GBP/JPY) then you will need to take the receipt into **your** local bank and have them follow the receipt's instructions.

<p>To finalize your funds transfer to FERN English Academy Limited you need to complete the following steps within 48 hours. To make your Funds Transfer</p> <p>Print this form. Please do one of the following</p> <ul style="list-style-type: none">• Use the details below to transfer the funds via your Internet Banking Services.or• Present this form at your local bank to initiate payment and ask your bank to process using the following details.																						
<p>Bank Transfer Details: (International Wire Transfer)</p> <table><tr><td>Currency:</td><td>EUR</td></tr><tr><td>Amount:</td><td>7,531.20</td></tr><tr><td>Bank Code:</td><td>BOAUEU</td></tr><tr><td>Bank Name:</td><td>Bank of America</td></tr><tr><td>Bank Address:</td><td>5 Canada Sq London, E14 5AQ</td></tr><tr><td>Account Name:</td><td>Custom House Ltd</td></tr><tr><td>Account Number:</td><td>GB96BOFA16505065701099</td></tr><tr><td>Transit Code:</td><td></td></tr><tr><td>SWIFT:</td><td>BOFAGB22</td></tr><tr><td>Particulars: *</td><td>Leanne Goodwin</td></tr><tr><td>Reference/Code: *</td><td>826277 AAAT7G</td></tr></table>	Currency:	EUR	Amount:	7,531.20	Bank Code:	BOAUEU	Bank Name:	Bank of America	Bank Address:	5 Canada Sq London, E14 5AQ	Account Name:	Custom House Ltd	Account Number:	GB96BOFA16505065701099	Transit Code:		SWIFT:	BOFAGB22	Particulars: *	Leanne Goodwin	Reference/Code: *	826277 AAAT7G
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<p>Important: To ensure that FERN English Academy Limited accurately credits your account, the 'Particulars' and 'Reference/Code' must be included on your bank's transaction form.</p> <p>Once payment is received in the Custom House account it will be immediately forwarded to FERN English Academy Limited. FERN English Academy Limited will issue a receipt once the payment is received.</p> <p><i>The amount of EUR 7,531.20 was automatically calculated at today's exchange rate by Custom House. FERN English Academy Limited has a partnership with Custom House, one of the largest foreign exchange companies in the world, to help process your payment. This partnership will ensure your payment is processed swiftly and securely.</i></p>																						
<p>Questions: Should you or your bank have any questions about this transfer, please contact CUSTOM HOUSE studentpayments@customhouse.com.</p> <p>Thank you for using our secure order system to place your order.</p>																						

If you have any questions or queries regarding the payment, please email CUSTOM HOUSE at nz@customhouse.com.