



AP SCHOOL

## Events:

### How to pay for an event/school fees?

*Date of last update: 16/02/2026*



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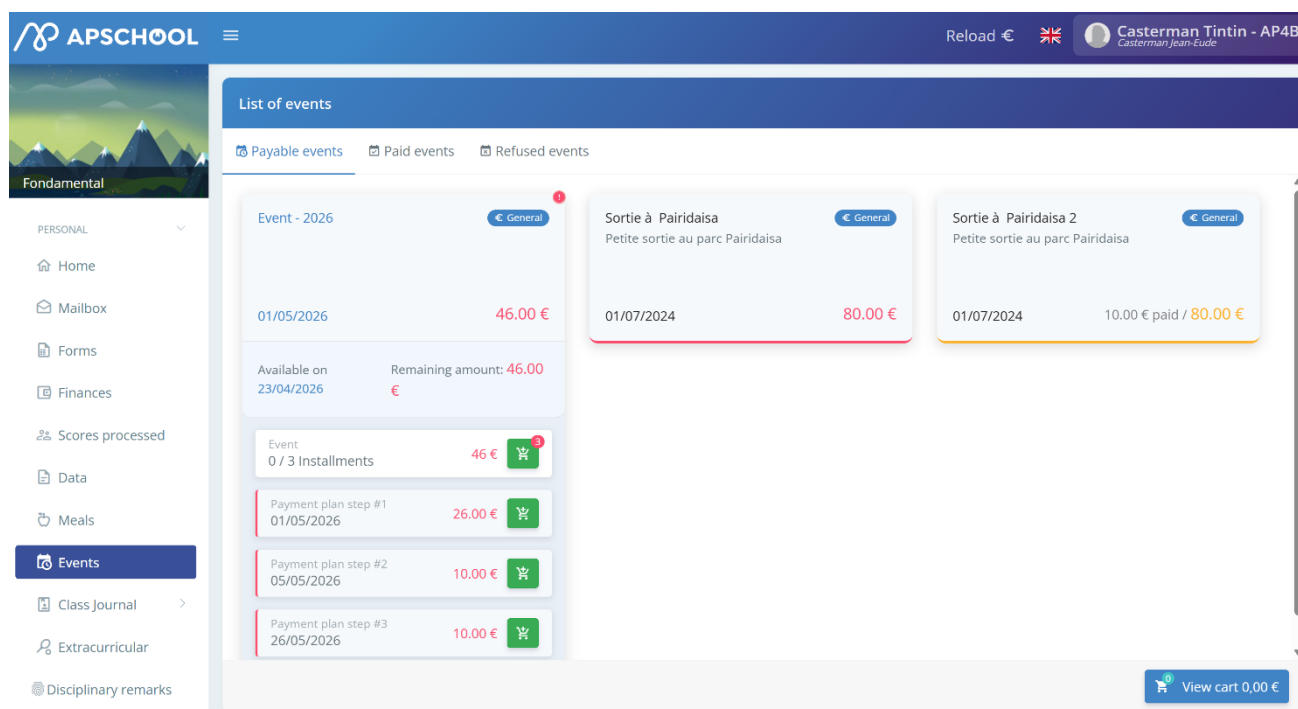
## 1. View available events

- By clicking on the "Events" menu on the left side of the screen, you can access the events planned by the school. You can also find them in the calendar on your homepage or in the notifications at the top right of the screen.
- Here you will find the list of events, prices, dates...

Event Name	Date	Price	Status
Event - 2026	01/05/2026	46.00 €	Mandatory (Red bubble)
Sortie à Pairidaisa	01/07/2024	80.00 €	General
Sortie à Pairidaisa 2	01/07/2024	10.00 € paid / 80.00 €	General

\* *The small red bubble in the upper right corner of each box means that the event is mandatory.*

- By clicking on a box, you can see the details of that event.
- You will then see what you have already paid, what you still have to pay, and the potential payment schedule.
- You may also find there any attached document submitted by the school.
- If the school provides for it, the dates for a payment plan will be indicated there.

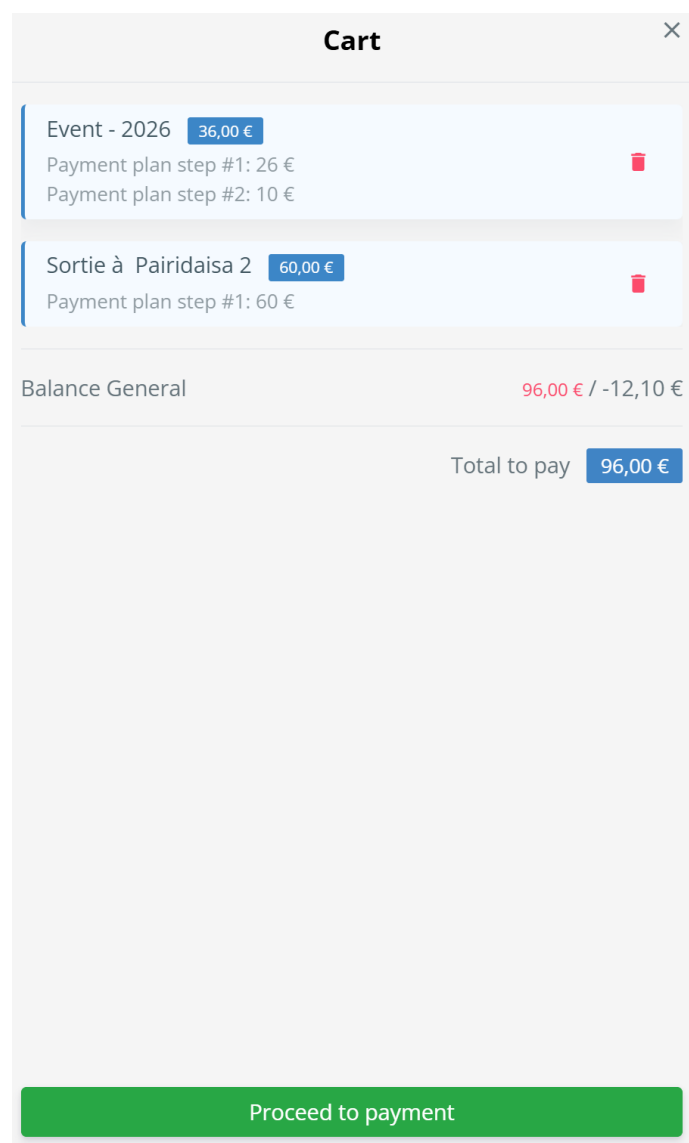


Please note: Some events may be optional (no red bubble in the upper right corner). In this case, if you wish, you can decline the event by clicking the red cross next to the main shopping cart.



## 2. Pay for one or more events

- By clicking on a green shopping cart, the amount associated with it is added to your payment cart located in the lower right corner of your screen.
- The first line of the breakdown corresponds to the total amount of the event. The following lines correspond to the amounts for each tier.
- You can click on multiple baskets (even on different events) to create your shopping cart to pay for.
- Once you have made your selection, you can view your shopping cart by clicking on it.



- You have a choice regarding how to pay (depending on what the school has decided):
  - The amount is then deducted from the virtual wallet (= APSchool balance ). It is obviously necessary that the balance be sufficient.
  - Either you pay online (similar to topping up the virtual wallet).



## Payment method

What payment method would you like to use to pay for this event ?



- If you opted for the virtual wallet count, the amount in your virtual wallet has been adjusted on your homepage.
- In addition to the list of events, you also have access to:
  - For completed/paid events
  - To the rejected events

List of events

[Payable events](#) [Paid events](#) [Refused events](#)

Event - 2026 01/05/2026 46.00 €	Sortie à Pairidaisa Petite sortie au parc Pairidaisa 01/07/2024 80.00 €	Sortie à Pairidaisa 2 Petite sortie au parc Pairidaisa 01/07/2024 10.00 € paid / 80.00 €
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## A question? Need assistance?

- For any technical, educational or platform-related questions, please contact your institution directly.
- If you would like to view other tutorials, feel free to click on the following link or scan the QR code below.

<https://parents.apkiosk.com/>



**Thank you for following this tutorial!**



**AP SCHOOL**

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