Viewbank College has made every effort to reduce the cost to parents by obtaining the best pricing from all suppliers.

**Payment Structure**
The structure of the payments for the laptop program is as follows:

<table>
<thead>
<tr>
<th></th>
<th>Dell Inspiron 11</th>
<th>Dell Inspiron 13</th>
</tr>
</thead>
<tbody>
<tr>
<td>Upon Laptop order</td>
<td>$425</td>
<td>$550</td>
</tr>
<tr>
<td>Upon Laptop delivery</td>
<td>$424</td>
<td>$549</td>
</tr>
<tr>
<td>Conclusion of 3 year program</td>
<td>$1</td>
<td>Conclusion of 3 year program</td>
</tr>
<tr>
<td><strong>Total Program Cost:</strong></td>
<td><strong>$850</strong></td>
<td><strong>$1100</strong></td>
</tr>
</tbody>
</table>

1/ **The closing date for orders is Friday 7th November 2014.**
The above payment structure applies to all members of the laptop program. After this date, any prices quoted in this document are no longer valid. Please contact the school to determine the availability of a subsequent order closing date and revised pricing.

2/ **The laptop delivery payment is due on Monday 2nd February 2015.**
Laptops are distributed; Year 7 - Wednesday 4th – Friday 6th February.
Year 10 - Wednesday 11th February – Friday 13th February.

3/ **The conclusion payment of $1, due at end of the three year program** ensures that the device remains school property for the duration of the laptop program. This has two important benefits:
- The school does not have to charge you GST
- School owned and Department of Education software can be legally installed on the device at no cost to you.

**Sign Up Process**
Sign up for the laptop program is completed through the Compass Parent Portal. For new parents your log in credentials for the Viewbank College Compass Parent Portal will be emailed to you during the first week of term 4. To order your laptop, follow these steps:

1. Go to the Viewbank College Website ([www.viewbank.vic.edu.au](http://www.viewbank.vic.edu.au))
2. Click on the ‘Compass/Parent Portal’ link on the left hand side.
3. Enter your parent login credentials and click log In
4. At the top right hand side of the screen, an alert will appear in the top right hand corner stating that there is a ‘Course Confirmation/Payment’ available. Click the link (see below)

5. From the list, select the 2015 Laptop Program.
6. Follow the on-screen instructions to complete all forms and payment.