

1. Pay online using the payment gateway – If the participant selects this option then on completion of the registration process a link will be sent to their parent (using the email address the participant entered for their parent during the registration process). The parent will click on this link and it will take them to a payment gateway whereby they can pay using their debit/credit card. Once payment has been made, the system will automatically update the participants online record book payment status to 'Paid'. All payments made using the online payment gateway are charged a fee of 3.4% of the registration fee (e.g. Bronze level of 86.25 x 3.4 = \$2.93 online payment fee charge).
2. Pay National Office directly via internet bank transfer – National office's banking details will be listed on this option as well as the price of Bronze, Silver and Gold levels.
Once payment has cleared in the Duke of Edinburgh Hillary Award's bank account, an Award staff member will change the participants online record book payment status to 'Paid'.