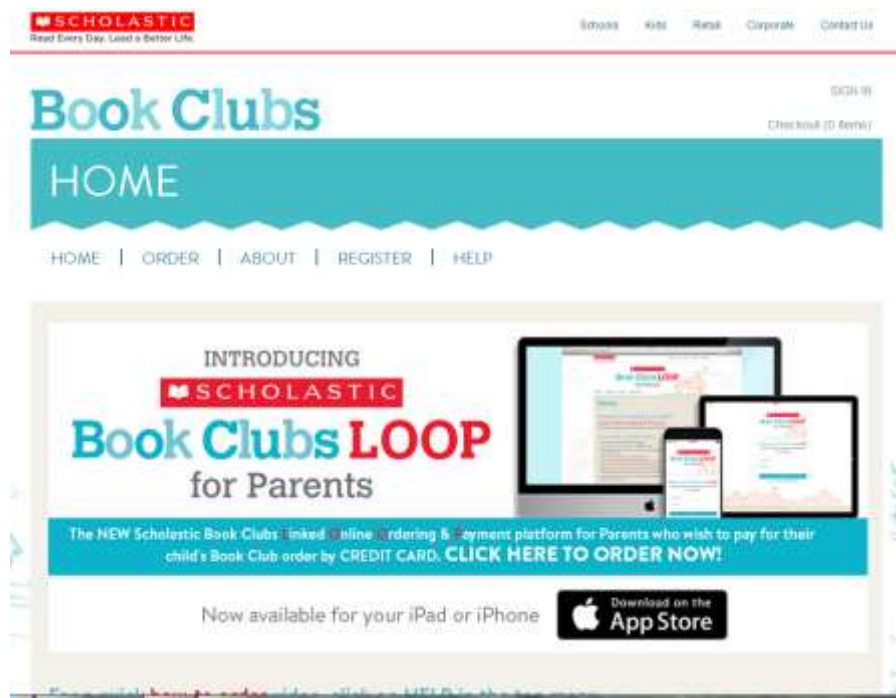


INSTRUCTIONS FOR SCHOLASTIC BOOKCLUB ON-LINE PAYMENTS VIA LOOP

Go to the Scholastics LOOP website

<http://mybookclubs.scholastic.com.au>



FOR FIRST TIME USERS WITHOUT AN ACCOUNT

Click on "REGISTER" if you do not have an account and submit your registration details.

After you have entered your details, click on "Add New Child" (on the right hand side)

CHILD'S DETAILS

ADD NEW CHILD

| Stored Child's Details | School | Class |
|------------------------|--------|-------|
| | | |

CHILD DETAILS

Child's Name

Last Name

Gender Boy Girl

SELECT SCHOOL AND CLASS

State*

SEARCH BY

Suburb or PostCode

AND/OR

School Name

Tip: Enter first 3 letters in 'School Name' input to find schools.

Asquith Primary School [ASQUITH]
Asquith Boys High School [ASQUITH]
Asquith Girls High School [ASQUITH]
Asquith Nursery & Pre School [ASQUITH]

Year Level

Select Class

Can't find your child's class?

SAVE

- Select State "NSW" and School "Asquith Primary School (Asquith)"
- You will be able to enter your child's Year and select their Class.
- If you have more than one child, add their details and chose their Year and Class
- Click on Submit.
- You will now be logged in and can select "Order"

FOR USERS WITH AN ACCOUNT: Please log in with your user name and password.

ENTERING ORDERS

Click on the Order tab and you will be taken to the New Order tab

Select the current issue – eg. "ISSUE 6" and click on "order".

You will get a message asking you to confirm your child/children's details. Please click on "Ok."

Enter the books that you wish to order by the number on the catalogue and the quantity.

Note: If you make a mistake on the book number, you cannot delete this. You must start the order again by clicking on "Exit Order" and then starting a New Order.

Once you have finished entering your books, Click on Next.

You will then get a screen that looks like this:

New Order

STEP 1 OF 2: ORDER REVIEW [VIEW](#) BY TITLE BY CLUB BY CHILD

| Description | Total Orders | Value |
|--|--------------|-------|
| 119 Disney Frozen: A Sister More Like Me | 1 | 4.00 |
| 248 Wila in Jewel Forest | 1 | 7.00 |
| 522 My Little Pony Christmas Paint with Water! | 1 | 4.00 |
| 304 Block Art Electronic Journal | 1 | 10.00 |
| 508 Scorpion Mountain | 1 | 15.00 |
| 255 Times Table Poster | 1 | 1.00 |

Total Orders **\$41.00**

[BACK](#) [NEXT](#)

Click on “Next”

Please note that **LOOP ORDERS** are LINKED back to your school, collated and submitted to Scholastic by the **BOOK CLUB ORGANISER** - generally after all student orders have been received in - then delivered to the school address. Your child's teacher will then distribute the books with the rest of the class orders.

DELIVERY ADDRESS

School Asquith Primary School
Address Line 1: Dudley Street
Address Line 2:
Suburb: ASQUITH
State/Postcode: NSW 2077

YOUR DETAILS

Please add your details then click 'Proceed with Payment'.

Name:

[EDIT](#)

Email:

TOTAL DUE: \$41.00

[PROCEED WITH PAYMENT](#)



Payment is required via credit card using the Westpac secure payment service.

In the Your Details section click on “Edit” and enter your name and email address. Click on “Update.”

Click on “Proceed with Payment”

You will be re-directed to the following screen:

My Scholastic Payment

Westpac Credit Card Payment

Security
Help

Reference Number: F102743389
Client ID: 10122024
Payment amount: \$41.00 AUD

Please enter the following details

Credit card number:
Expiry Date (mm/yy): 01 / 14
Verification ID: What's this?

Cancel Clear Form Next

VISA Mastercard

Enter your credit card details.

Forms do NOT need to be dropped at school. 😊

Your child should receive their books approximately a week after the Due Date.

If you would like the books to be collected from the School Office instead, please email apsbookclub@gmail.com when you submit your order.

The Due Date of each issue will be notified via Skoolbag.

LATE ORDERS

After the due date you may still submit orders. The books will be delivered directly to your home address and you will be charged a delivery fee by Scholastic (instead of free delivery to the school).

Thank you for your co-operation. If you have any questions please email apsbookclub@gmail.com

Happy reading,

Briony Olmedo

APS Bookclub Co-ordinator