

Dear Parents and Guardians,

If you have a credit in your power school account, you now have the ability to transfer that credit to a new school for the upcoming year. For example, if your child is moving from junior high to a high school in Black Gold, you can ensure that your child's credit moves with them. Credits can also be applied to transportation, summer school and division technology fees.

In order to transfer the credit, follow the steps below:

1. Access your Power School account
@ <https://powerschool.blackgold.ca/public/home.html>
2. Select "Student Fees and Forms" in your Power School account
3. Select the "Menu" option on the top right of the screen
4. Select the Transfer Money option which will generate a pop-up menu.
5. Choose to move your credit from the current school to the desired Black Gold location. This credit will now be available for future use at the selected location.

If you require assistance with this process, please contact your school secretary.

Sincerely,

Black Gold School Division