

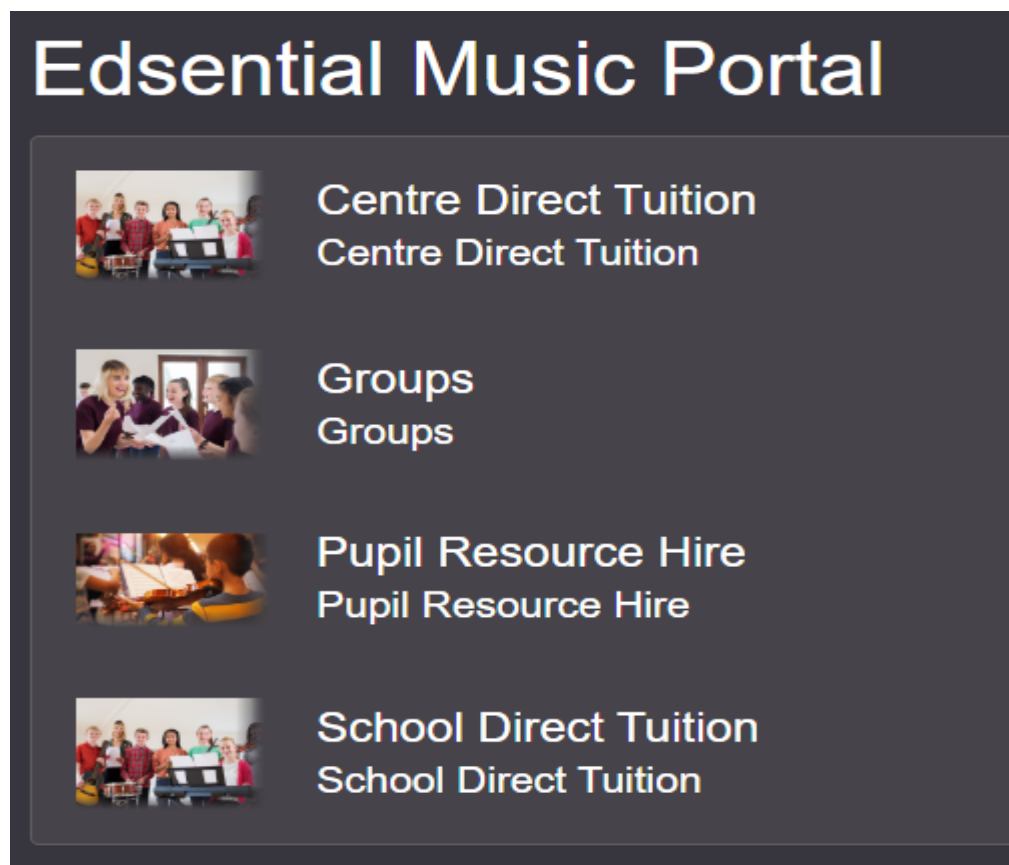
# Edsential Parent Portal

## User Guide

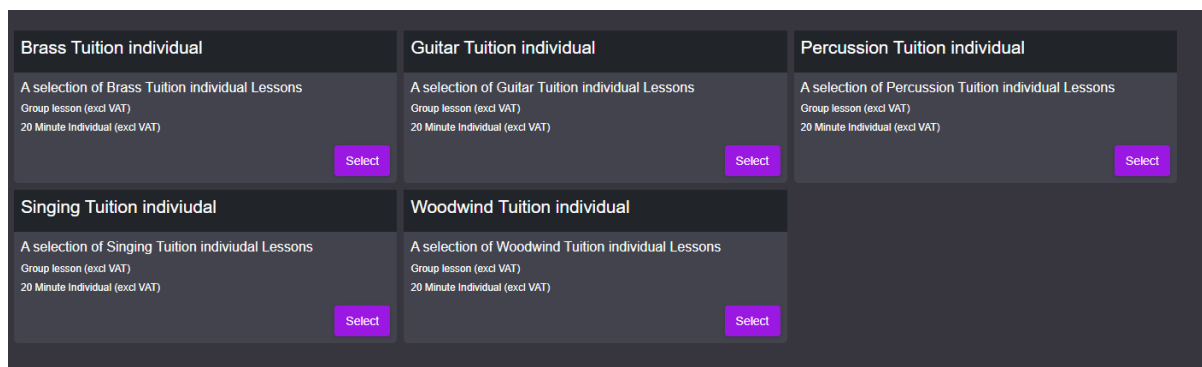
### How to request music tuition:

Log into the portal via <https://edsential.paritor.com>

1. Select School Direct Tuition for lessons taking place in school and Centre Direct Tuition for lessons at one of our Music Centres



2. Select School/Music Centre from the available list.
3. Select the lesson type your child would like from the displayed selection on the school/music centre's page.



- If your child has had an activity with us before, they may already be in the system – you can select them and proceed with your application (It is possible to amend their details in the My Details section once you have completed your application)

If this is a new application, select New Applicant.

Woodwind Tuition individual

It looks like you've been with us before. If the person you are registering is in the list below please select their name - this will save you re-entering much of the information we ask for.

New Applicant	Test Hires
<a href="#">Select</a>	<a href="#">Select</a>

- Please provide the requested details and click Proceed

Percussion Tuition individual

Start Again Pupil Medical Information Contacts Course Checklist Success

**Pupil Details**

First name

Last name

Gender

☐ Is an adult

Date of birth

School year

Nationality

Care experienced?

☐ Tick if you are a young carer

☐ Looked after child

SEN No (if known)

Answer on behalf of the applicant

☐ Photo and video images may be used in the following: website, press release, promotional publications, DVD.

☐ We may use video conferencing and the parent/carer agrees to follow the guidelines provided.

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6. Please select which lesson type you would like (Group/individual)  
Prices are shown here per lesson excluding VAT.
7. Please indicate if any eligible remissions should be applied.
8. If you would like to hire an instrument, please select the box and indicate if any eligible remissions should be applied.
9. Then click Proceed

**Woodwind Tuition individual**

Start Again      Pupil      **Course**

### Tuition Details

Depending on availability, we will do our best to start you as soon as possible

**Pricing Options** *(Installments available)*

- ☐ Group lesson (excl VAT) - £8.00
- ☐ 20 Minute Individual (excl VAT) - £12.00

**Tuition Remissions - please select where eligible**

- ☐ None
- ☐ Displaced Families  
*Displaced Families*
- ☐ Ensemble / lesson remission  
*Ensemble / lesson remission*
- ☐ EPCHS PP - discount  
*EPCHS PP - discount*
- ☐ Higher Education  
*Higher Education*
- ☐ Looked After Child  
*Looked After Child*
- ☐ Music Centre Remission  
*Music Centre Remission*
- ☐ Pupil Premium (eligibility will be checked school)  
*Pupil Premium (eligibility will be checked school)*

**Instrument Hire**

☒ Please indicate whether you need to hire an instrument

**Hire Remissions - please select where eligible**

- ☐ None
- ☐ Displaced Families  
*Displaced Families*
- ☐ Looked After Child  
*Looked After Child*
- ☐ Pupil Premium (eligibility will be checked school)  
*Pupil Premium (eligibility will be checked school)*

10. Select the applicable option in the How did you hear about us? dropdown menu.

**Woodwind Tuition individual**

Start Again      Pupil      Course      **Summary**

### Summary of application

**Test Files**

Woodwind Tuition individual  
Group lesson (excl VAT)

**Initial payment** £8.00

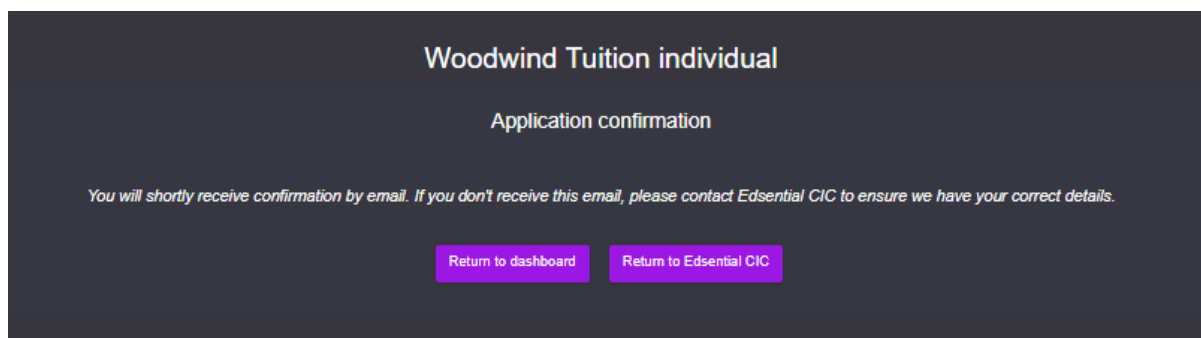
**How did you hear about us?**

Other

☒ I agree to the [Terms & Conditions](#)

11. Please click on and read the Terms and Conditions
12. Tick that you agree to the terms and conditions and click on submit application button.

13. The below message will appear confirming submission of your application



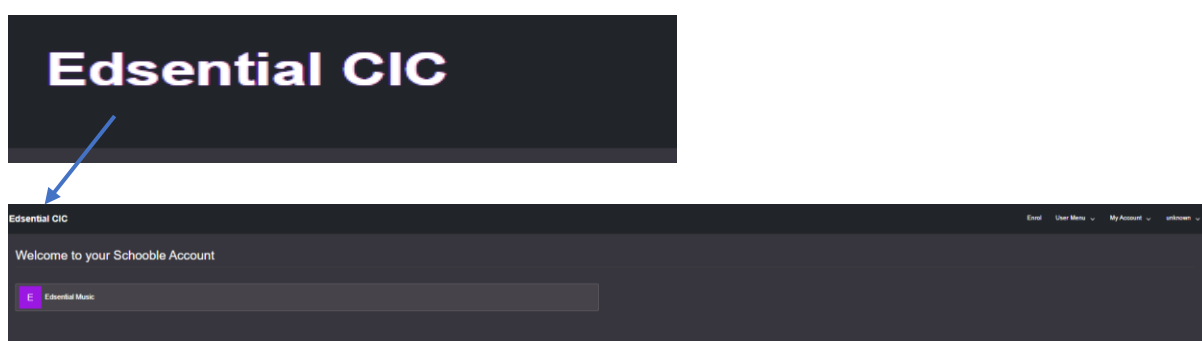
14. You will also receive a confirmation email of your application from Edsential Music  
<music\_edesential.co.uk@paritormail.com>

### WHAT HAPPENS NEXT

Once we have reviewed your application, we will send you an offer to accept by email, requesting you to go log into the portal to action it.

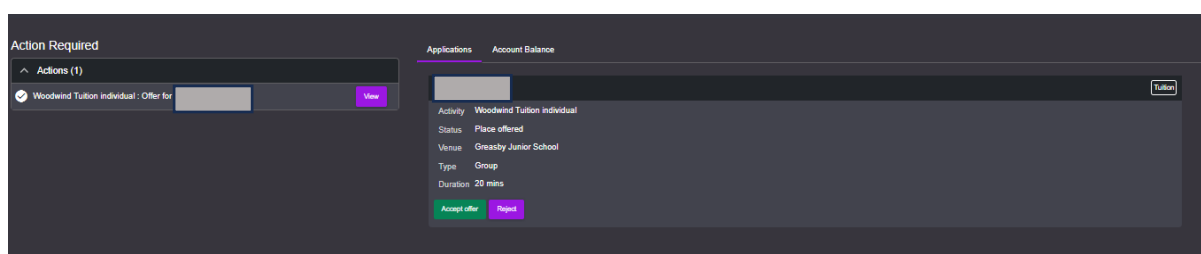
Log into the portal <https://edsential.paritor.com>

1. In the top left corner of the portal page, click on the Edsential CIC (as below)



2. Your tuition/hire offer will be available for you in the Action Required section

*Please note there may be more than 1 application for you to complete.*



3. Click on View to see the offer and proceed

### Woodwind Tuition individual

Pupil

Subject Saxophone

Activity rate Group lesson (excl VAT)

Start date 07 Oct 2023

Info 38 Sessions @ £6.00 per session

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Vat cost £45.60

You Pay £273.60 (your annual fee)

How would you like to pay this and any other outstanding fees?

Monthly Pay £27.36 today  
We will create a monthly payment schedule consisting of 8 monthly payments of £27.36 starting on 13/10/2023 with a final payment of £27.36 on 13/06/2024

In full Pay £273.60 today

Confirm acceptance


Cancel application

Reject Offer

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4. Select if you would like to pay in monthly instalments or in full and click Confirm Acceptance

5. You will be redirected to a payment page – please enter your payment details, making sure to select the correct card type from the available selection



### Transaction Details




To Pay For : Online Payment for Edsential CIC



Amount : 10.20 GBP

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### Select Payment Method

Please click below to select the type of card you wish to use.


Credit Debit

Please only click the cancel button below if you intend to abort this payment process.

Cancel

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[FAQs](#)




 If your browser is not showing the secure padlock on your screen click on this padlock.

## Transaction Details

To Pay For : **Online Payment for Edsential CIC**

Amount : **10.20 GBP**

## Enter Card Details


Card Number*	<input type="text"/>	(enter without spaces)
Payment type	Visa Debit / Delta	
Firstname:*	<input type="text" value="Vicky"/>	(name as it appears on card)
Surname:*	<input type="text" value="Mercer"/>	(name as it appears on card)
Valid From	Month: <input type="text"/> Year: <input type="text"/>	(if not present, leave blank)
Expiry date*	Month: <input type="text"/> Year: <input type="text"/>	
Security Code*	<input type="text"/>	
Billing Address Line 1*	<input type="text" value="Unit 6"/>	
Billing Address Line 2	<input type="text"/>	
Billing Address Line 3	<input type="text"/>	
Billing City*	<input type="text" value="Ellesmere Port"/>	
Billing Post Code*	<input type="text" value="CH66 1ST"/>	
Billing Country*	<input type="text" value="United Kingdom"/>	

[Back](#)

[Proceed](#)

[Cancel](#)

### FAQs

 If your browser is not showing the secure padlock on your screen click on this padlock.

6. Please press Proceed to complete.