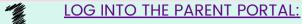


BDC PARENT PORTAL INSTRUCTIONS



If you have not logged into the
Parent Portal before, you will have to create
a NEW ACCOUNT,
which is done on the SIGN-IN page.



Once you are in your account, click the icon that says:

ENROLL IN AUTOPAY.



Instructions to

ADD A BANK ACCOUNT/CREDIT CARD

are on this page.



Make sure you

AGREE TO THE TERMS

AND CONDITIONS

at the bottom of the page.

Once you have added your payment information, your screen will show the payment method selected

(e.g. Last 4 digits of your credit/debit card or checking account number). The page will also say:

YOU ARE CURRENTLY ENROLLED IN AUTOPAY

RETURNING STUDENTS:

Please log into your parent portal and be sure your account is up to date!

NEW STUDENTS:

You will receive an email with a link to your parent portal & temporary password.

Then follow steps 1-5.

Please let us know if you have any questions,
Miss Jill

jill@blairdancecenter.com