

Parent Sign Up for the Marymount College Online Shop

1. Browse to '<https://shop.marymount.qld.edu.au/online>' and click the '**I am a new parent, Sign me up!**' button on the login screen. We recommend using a web browser other than Internet Explorer.

Welcome to Marymount College online ordering

Uniform Shop - Authentication Options

Email & Password >

I am a new parent, Sign me up! >



2. Fill your details in the form, then click '**Next**'.

Cancel New Parent Details

Name

Email

Password

Password Again

Next

3. You will be prompted to add your students' details. Enter their name and select the Pastoral Class from the drop-down list. Click '**Search**'.

Adding your children

First and Last Name

Pastoral Class

4. The system will find your student and year level. Click the circle to add your student.

Adding your children

First and Last Name

Pastoral Class

Other children with similar names have been found. If your child is listed below, please select them from the list before continuing.

TEST STUDENT 11

5. A confirmation message will show the student has been added.
If you have multiple students repeat Steps 4 & 5 until all students are added then click '**Continue**'.

Cancel Adding your children

Child TEST STUDENT added.

First and Last Name

Pastoral Class

Search

Or

Continue

6. You are ready to get started. Select the pickup date, then student to shop for (if you have more than one student at the College) and shop away! As the Uniform Shop is closed on Friday's you will not be able to select this day for pick up. The shopping cart will automatically empty after 60 minutes of no activity.
7. Once your order has been successfully processed, you will receive an email notification that your order is ready for collection. Students are able to collect their order before school and during Recess and Lunch breaks.
8. If you require assistance during the ordering process, select the Help button which gives you the option of calling the Help Line for immediate assistance or lodging an online request.