

Online School Payments (OSP) for CPD Courses

Continuing Professional Development (CPD) courses can now be paid for by credit/debit card. To purchase courses via credit/debit card, follow the directions below. A service fee will be applied at checkout.

Accessing OSP

1. From the Staff Hub, select Services from the menu bar then CPD Course Payment>Online Payment.

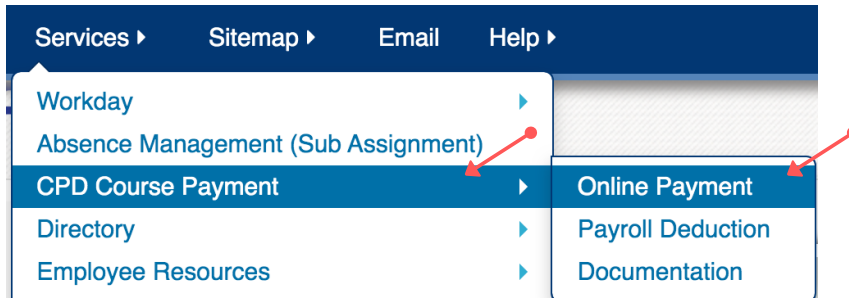


Image 1: Accessing OSP from the Staff Hub

2. Place a check mark next to each course you wish to purchase, then select Add to Cart.

CONTINUING PROFESSIONAL DEVELOPMENT

Select course

Select	Image	Activity No.	Activity Name	Teacher/Sponsor	Grade	Course/Class	Act. Date	Price
<input checked="" type="checkbox"/>		DA901-122	In County - Class Mgt: Positive Environment A learner's surroundings and conditions can set them up for success or create barriers. The purpose of this 15-hour course is to help learners build a classroom environment that supports students' growth academically and emotionally. Through authentic classroom video and practical advice from Serena Pariser's Real Talk About Classroom Management, learners will develop strategies for creating a positive environment for their students.	Default,Email	N/A	NA	NA	\$50.00

1 →

2 → **Add to Cart**

Image 2: CPD Course list in OSP

Online School Payments (OSP) for CPD Courses

3. From the Shopping Cart, select Continue Shopping or Checkout.
Note: There is a service fee for each course purchased.

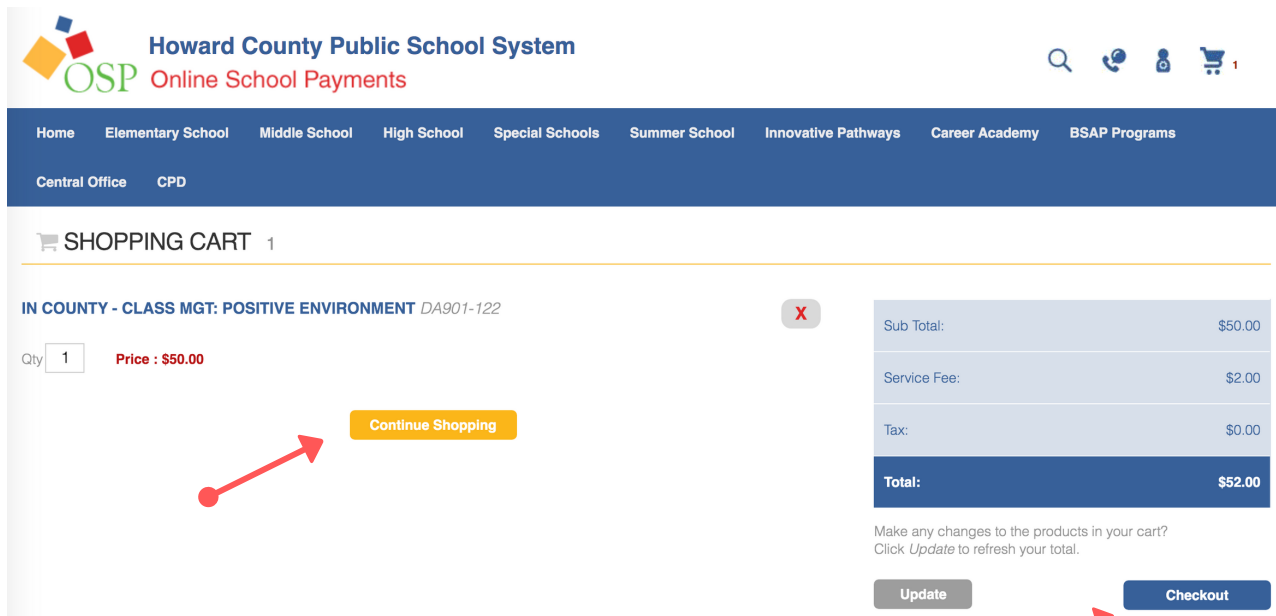


Image 3: Shopping Cart screen

4. At Checkout, choose Login (for existing OSP accounts) or Create New to complete the purchase. Follow the prompts to complete the purchase.

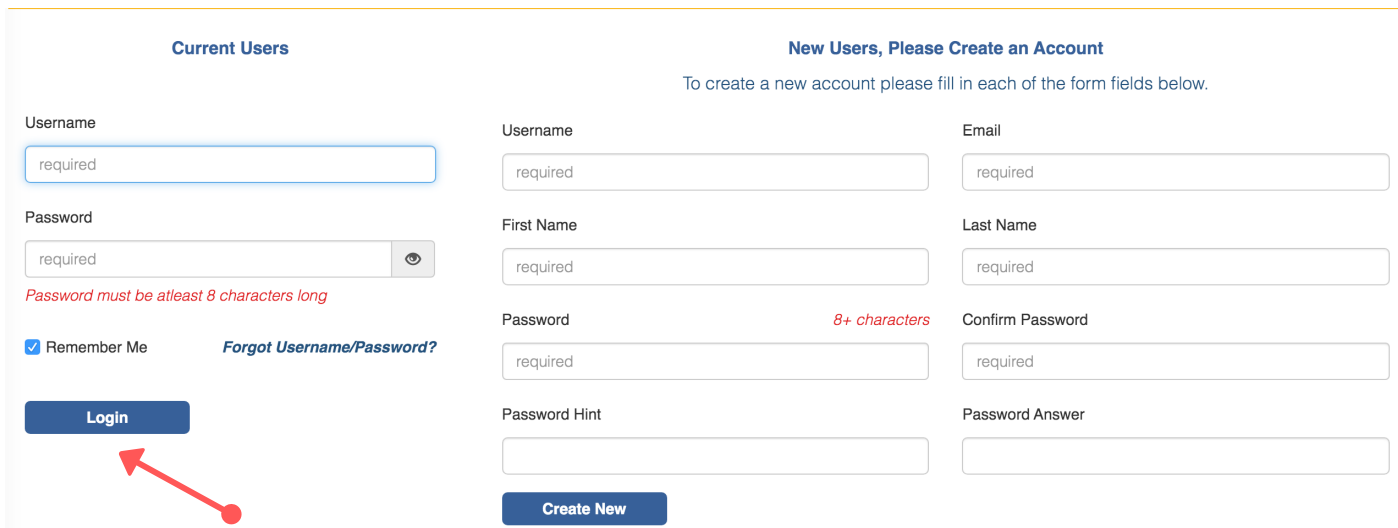


Image 4: OSP Account Page