

HOW TO: PAY REGISTRATION FEES

Access Online Services

Log in to Online Services <https://trbaccount.ntschoools.net/Login.aspx>

Payment Selection

Navigate to the [Payments](#) page and select the number of years you would like to pay for.

TEACHER REGISTRATION BOARD
of the Northern Territory

[Personal Details](#) | [Payments](#) | [School Audit](#) | [HALT Application](#) | [HALT EOI](#)

NT, TRB (TRB# 12721) ePass: [none] Teacher at ? Log out

Pay Registration Annual Fee

Term of Registration	1/09/2010 to 31/12/2016	
Financial Expiry Date	31/12/2014	

<input checked="" type="radio"/> 1 year	Teacher Registration Annual Fee for 2015	\$83.00
<input type="radio"/> 2 years	Teacher Registration Annual Fee for 2015, 2016	\$166.00

You must pay your annual fee by the financial expiry date to maintain your term of registration.
You cannot pay past your term of registration expiry date.

Pay Online by Credit Card

Create Invoice for Manual Payment (BPay, cheque or money order)

Online Payment by Credit Card

Click Pay Online by Credit Card and you will be directed to an alternate payment page.

Please enter your credit card details and click Submit

Successful payment by credit card will result in the automatic update of your registration details.

You can print your new teacher registration certificate immediately.

No additional confirmation of payment will be issued by TRB.

BPay or Postal Payment by Cheque, Money Order or Credit Card

Select the number of years you would like to pay for.

Click [Create Invoice for Manual Payment](#) to generate your invoice.

To print your invoice click [show pdf](#) under the heading 'Online Receipts & BPay Invoices'. Please ensure the invoice you select has today's date.

[Personal Details](#) | [Payments](#) | [School Audit](#) | [HALT Application](#) | [HALT EOI](#)

NT, TRB (TRB# 12721) ePass: [none] Teacher at ? [Log out](#)

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You must pay your annual fee by the financial expiry date to maintain your term of registration. You cannot pay past your term of registration expiry date.

Pay Online by Credit Card	\$80.00
Create Invoice for Manual Payment (BPay, cheque or money order)	\$160.00

Invoice Generated

Pay HALT Application Fee

There is no record of a HALT application with outstanding payment

Online Receipts & BPay Invoices

Type	Ref	Inv Date	Description	Amt	Actions
Manual	M5628	17 Nov 2014	Teacher Registration Annual Fee for 2015	\$83.00	show pdf

It is recommended that you do not generate a manual invoice until you are ready to make payment.

Payment of invoices must be made by the due date. Otherwise, any amount paid may not be accepted and may be returned.

BPay

Once your funds transfer has cleared, your registration details will be updated.

Cheque / Money Order / Credit Card

Postal payments are processed by the Receiver of Territory Monies. Please allow up to 15 working days for processing once your payment has been received by the office of the Board.

Receipt of Payment

Online Payment by Credit Card

If you made an online credit card payment your receipt will be generated under the 'Online Receipts & BPay Invoices' heading.

To print your receipt, please find the correct Invoice Date and click [show pdf](#).

Postal payment by Cheque, Money Order or Credit Card

If you posted your payment to the TRB office a receipt will be issued by mail to the address recorded under your [Personal Details](#).

BPay Transaction

If you made a BPay payment through online banking, your financial institution will provide you with a receipt or transaction number at the time of payment.

You may choose to record this reference number and the date you paid on your BPay invoice for your records.