



### contact |

Transportation Services

403-817-7433

[Transportation@cbe.ab.ca](mailto:Transportation@cbe.ab.ca)

Student Fee Helpline

403-817-7888

[StudentFees@cbe.ab.ca](mailto:StudentFees@cbe.ab.ca)

### My CBE Account |

Using My CBE Account parents/guardians can:

- Register for Transportation and Noon Supervision services;
- Apply for a fee waiver;
- Book a student conference;
- Pay fees:
  - Choose how much and when to pay your fees. VISA, MasterCard or VISA Debit card are accepted online.
  - Set-up Pre-Authorized Debit (PAD) and choose between ten monthly installments from September 1 to June 1, or two installments in September and February for Noon Supervision and Transportation fees.

### Before you set up a My CBE Account, you must:

- Be a legal guardian;
- Use the same email address the school has on file; and
- Have your child(ren)'s CBE student ID number(s).

If you are not sure, please contact your child(ren)'s school.

### How to create a My CBE Account:

- Go to <http://www.cbe.ab.ca/mycbe> or [www.cbe.ab.ca](http://www.cbe.ab.ca) and click on My CBE Account.
- Click on Create an Account.
- Complete the online form and click on the button labeled Submit Information and Request an Account.
- Once you set up a new account, you will receive a confirmation via email. You must click on the "complete process" link in the email to activate your account.
- Return to the My CBE Account homepage and login to your account.
- Add your child(ren) using their CBE student ID.