

# Zelle Payment Instructions

07/20/2025

Dear Parents,

To streamline tuition and fee payments, eliminate PayPal processing fees, and reduce the inconvenience of handling checks and cash, we are pleased to offer Zelle as our new preferred payment method.

Zelle is a fast, safe, free, and convenient way to send and receive money directly between nearly all U.S. bank accounts—typically within minutes. Unlike PayPal, which charges our school about a 3% fee for incoming payments, Zelle allows us to both send and receive funds with no fees. **To help our school operate more efficiently, we encourage everyone to transition from using PayPal, checks, and cash to Zelle.**

How to Pay Using Zelle:

1. Log in to your bank's mobile app or online banking website. Most major U.S. banks and credit unions support Zelle.
2. Find Zelle under the "Send Money" or "Transfer" section.
3. Scan the QR code below or manually enter our school's Zelle ID: [walsongchinese@gmail.com](mailto:walsongchinese@gmail.com)
4. Enter the payment amount and include the following in the memo:
  - Student's full name
  - Class name and grade (e.g. S5 & Chess)
  - Purpose (e.g. Tuition)
5. Review - double-check the recipient is correct!!! and send.

If you're new to Zelle, you may need to enroll your U.S. mobile number or email with your bank's Zelle service first. Please contact us if you have any questions or need assistance setting up Zelle. Thank you for your continued support—we look forward to a great semester ahead.

Clark Liu

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