



## Interac e-Transfer Instructions

Like most other financial transactions, there may be limits on the amount you can send and receive. Each financial institution sets limits through online banking for the amount sent and received. Please contact your financial institution for further details, such as additional fees for sending an Interac e-Transfer. With Interac e-Transfer, you can send money to anybody with an account at any Canadian financial institution.

Sending an Interac e-Transfer:

- Through your online banking account, add our school (Montessori Training Centre) as a recipient by clicking on “Add New Recipient”
- Our email address for e-Transfers is [transfer@mtcbc-ami.org](mailto:transfer@mtcbc-ami.org)
- Specify the amount and desired account (Account: Montessori Training Centre) for the payment
- Provide the name (Montessori Training Centre) and email address ([transfer@mtcbc-ami.org](mailto:transfer@mtcbc-ami.org)) of the recipient
- Create a security question and answer and email it, along with the name of the course in which you are enrolled/applying (Assistants to Infancy Primary, Elementary, Assistants 0 – 3, Assistants 3 – 6, Bridging, or Refresher) to [transfer@mtcbc-ami.org](mailto:transfer@mtcbc-ami.org)
- Submit your request and an email notification will be sent to the Montessori Training Centre of BC (MTCBC) confirming your transfer is waiting to be received. The MTCBC will use the answer to your question as a password to receive the funds and complete the transaction

Please email us at [transfer@mtcbc-ami.org](mailto:transfer@mtcbc-ami.org) if you have any questions regarding Interac e-Transfers!