## SchoolPay OnLine Payment System

## website: https://www.schoolpay.com/login

With the on-line payment system, you will be able to have one login and pay your child/children's school fees and meal account no matter which school building they are attending.

Additional Screenshots below to help set up your account and add your student/students. Also a few short cuts to help you navigate the system.

Contact the school offices or MaChelle Showers at the Central office with any questions or problems you may have.

## **PAYMENTS** categories

SCHOOL PAYMENTS - you are taken to this screen when you login

If you have students in more than one building, you will be able to choose which student payment is being made for.

When paying Textbook Rental for more than 3 students – you are able to pay the Textbook Rental for more than 3 students on either district – REMINDER – for your family, you only need to pay for ONE textbook rental for 3 or more students – the school district takes care of distributing to buildings where your students are attending.

**FOOD SERVICES** - located on the left side when in School Payments screen – when you have students in more than one building, you will be able to see all of your children's meal accounts with the total current balance. To add funds, if you have more than one student attending school, you are able to choose one student – add the payment amount you want to pay to the cart. Funds will deposit into the family account where each of your student's transactions pull from the family account.



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