



## Watertown Unified School District Online Payment

- ✓ Pay when it's most convenient for you with a computer or mobile device through Skyward or <https://watertownusd.revtrak.net/>.
- ✓ Save time and be confident that your payment makes it where it needs to go. You can pay online with debit or credit cards. Paying school fees online by credit card or checking account will result in a 3% service fee. No service fees will be charged when adding money to your child's lunch account.
- ✓ Watertown Unified School District is currently accepting online payment for fees like these:

### Skyward Fees



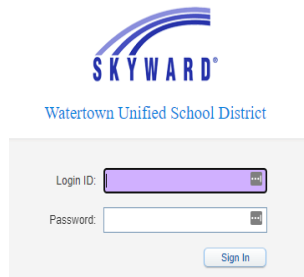
### Skyward Food



Visit <https://watertownusd.revtrak.net/> to pay fees online.

# Make your payment following these easy steps...

1. Log in to Skyward Family Access

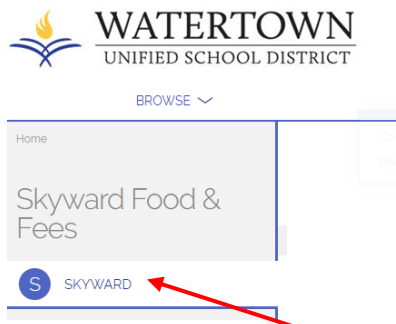


2. Once in Skyward Family Access, select **Fee Management** then click on **Make Payment**  
(\*Note: If you need to add a parking or a sport fee, please click on **Add a Fee** prior to clicking on **Make a Payment**)

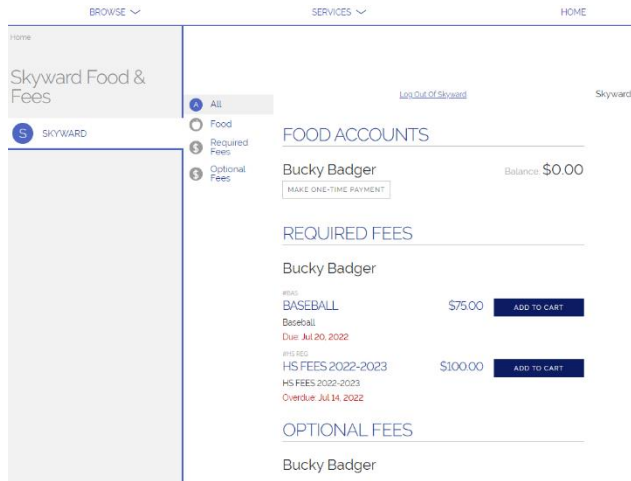
The screenshot shows the "Fee Management" section of the Skyward interface. On the left is a navigation menu with "Fee Management" highlighted. The main content area shows "Watertown Summer School" and an "Unpaid Balance" of 36.00 for Olivia (Watertown High School). Below this is a table with columns for School Year, Due Date, Fee Description, Amount Charged, Amount Paid, Amount Due, Remaining Due, Payer Name, and Pay Plan ID. A red arrow points to the "Fee Management" menu item, and another red arrow points to the "Make a Payment" link in the table's header.

School Year	Due Date	Fee Description	Amount Charged	Amount Paid	Amount Due	Remaining Due	Payer Name	Pay Plan ID
2023	Wed Jul 6, 2022	HS FEES	36.00	0.00	36.00	36.00		

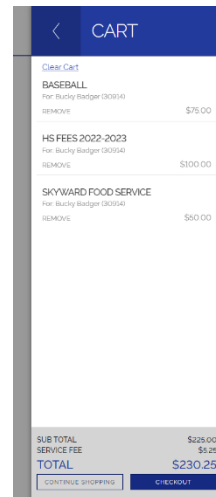
3. You will now see this screen. Click on Skyward.



- Your child(ren)'s fees will be listed under **Required Fees**. Click **Add to Cart** next to the fees you would like to pay. To add money to your child(ren)'s lunch accounts, click **Make One-Time Payment** below Food Accounts.



- The cart will pop up on the right side of your screen. Click **Checkout**.



- If you set up an account already, log in; otherwise, **Create a New Account**.

Log in to the Web Store

Email

**CONTINUE**

**CREATE NEW ACCOUNT**

- Once you have logged in, enter your payment method and place your order. Once your transaction has been processed, you will receive an email confirmation and your child(ren)'s Skyward account will be updated.

