Online Fee Payments Using Family Access

Step 1: Log in to Skyward (If you don’t know your Login ID and Password, see the office staff.)

Step 2: From the SkyPort dashboard, click on “Open Family Access”

Step 3: Click on “Fee Management” or “Food Service”
Step 3: Click on “Make a Payment”

Step 4: Click on “Update Payment Amount”

Step 6: Food Service: add the payment amount. Student Fees: check mark the fee to be paid from the table you would like to pay. When finished, select “Update Cart”.
Step 7: Select “Pay with Vendor”

Step 8: Your RevTrak Shopping Cart will open and you will be guided through the Checkout process.