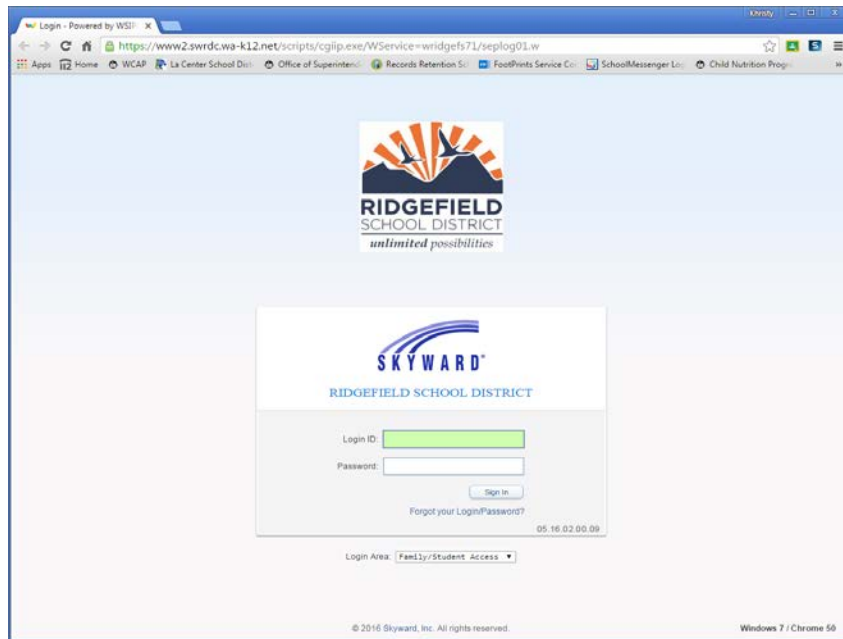
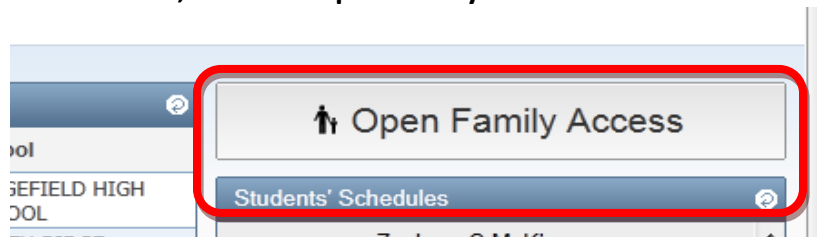


Online Fee Payments Using Family Access

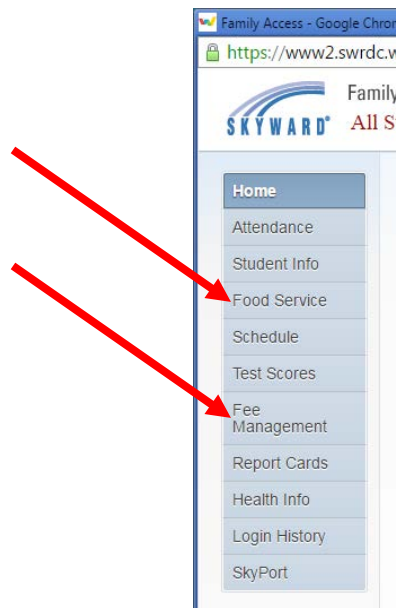
Step 1: Log in to Skyward (If you don't know your Login ID and Password, see the office staff.)



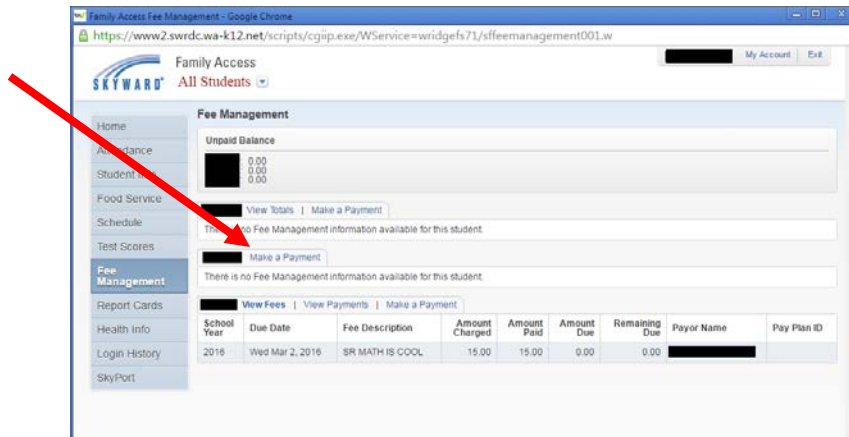
Step 2: From the SkyPort dashboard, click on "Open Family Access"



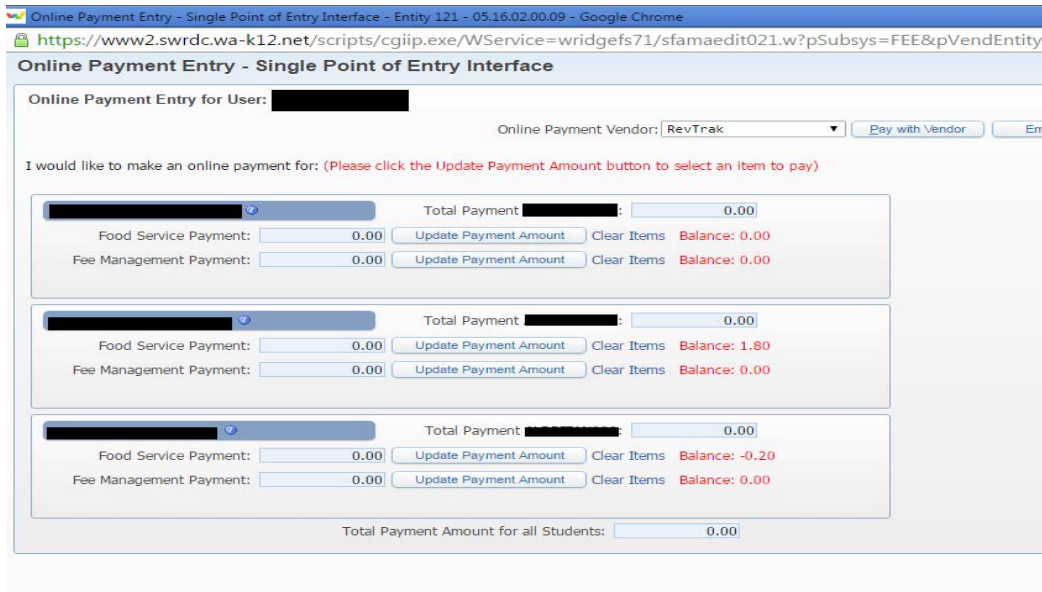
Step 3: Click on "Fee Management" or "Food Service"



Step 3: Click on “Make a Payment”



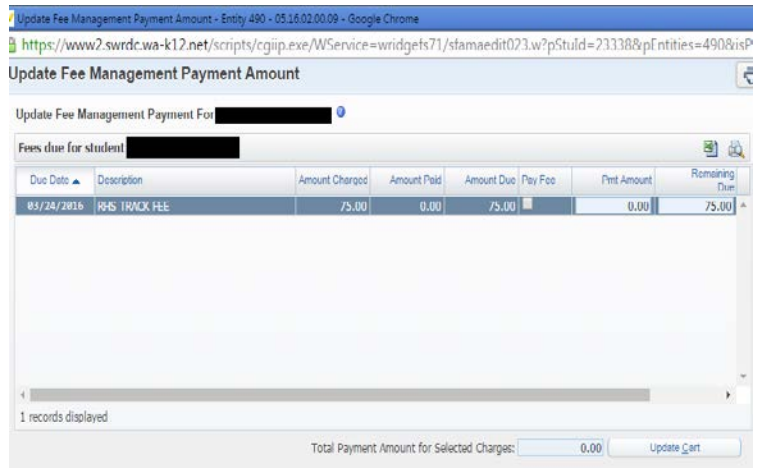
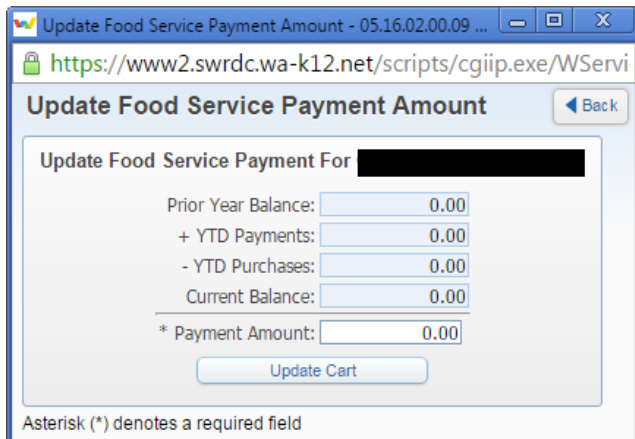
Step 4: Click on “Update Payment Amount”



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"

Online Payment Entry - Single Point of Entry Interface ← Back

Online Payment Entry for User: Reed, Steven

Online Payment Vendor:

I would like to make an online payment for: (Please click the Update Payment Amount button to select an item to pay)

Reed, Christian D	Total Payment REED CHR000:	<input type="text" value="110.00"/>	
Food Service Payment:	<input type="text" value="0.00"/>	<input type="button" value="Update Payment Amount"/>	Clear Items
Fee Management Payment:	<input type="text" value="110.00"/>	<input type="button" value="Update Payment Amount"/>	Clear Items

Current Balance: 0.10
Clear Balance
Due: 110.00

Total Payment for all Students:

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

Ridgefield School District
"Community Schools · Great Results"

Welcome to the Web Store

Browse
All Products
Shopping Cart

Services
*Web Store Home
Contact Us
FAQ
My Account
Password Reminder
Policies
Privacy Policy
Products


POWERED BY 

Your Shopping Cart

Thank you for shopping with us! Here are the items you have chosen for purchase. (Your shopping cart, Step 1).

To continue shopping click here: [Continue Shopping]

Items:	Price	* Qty	Total
RHS ASB CARD <small>For: Christian Reed (0031347)</small>	\$35.00	1	\$35.00
RHS FOOTBALL FEE <small>For: Christian Reed (0031347)</small>	\$75.00	1	\$75.00
Total:			\$110.00

Note: A single \$1.10 convenience fee out.

*Set the Quantity field to zero (0) to remove an item from your cart. Remember to click the "Update Totals" button if you modify quantities. When you are ready for Step 2, click the "Go to Checkout" button.