• How a parent will make a web payment

The parent will click make a one time payment.

From there, the parent will begin entering the payment identifiers (Student Information) These fields are required for any payment being made.
The parent can then begin selecting the payment categories they would like to pay for.
As the parent clicks the blue bars above they will have options inside each of them. Below is the example of student fees. If there are additional fees, they can click the plus button to add another item.

After adding all the student fees, the parent can move on and add other payment categories.

At the bottom of the screen, there is a running total. Once completed with this student, they can select add and checkout, or if they have another student at the same school, they can select add to cart. This will allow them to check out once for multiple children at the same school.
Once the parent is done adding their children and related fees, they can click to check out. They will enter the payment information.

They will then be asked to review their payment and agree to the terms of service. The parent can cancel transaction at any time.
The parent will receive the receipt and can also print it if they would like to.