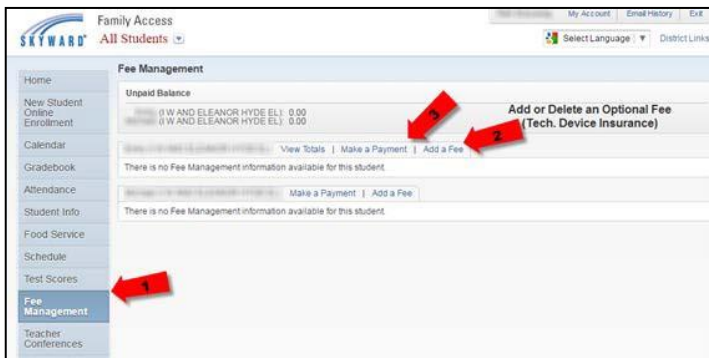


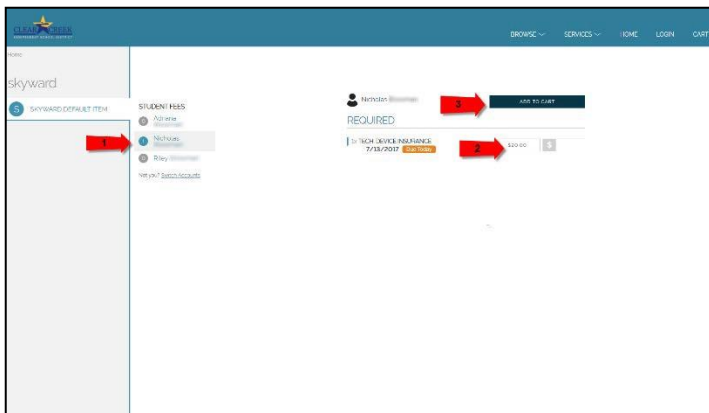
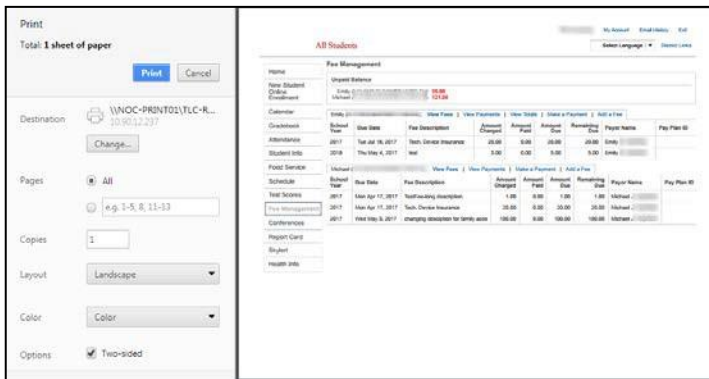
# Parent Flyer - Paying Fees in Skyward



## Skyward Family Access

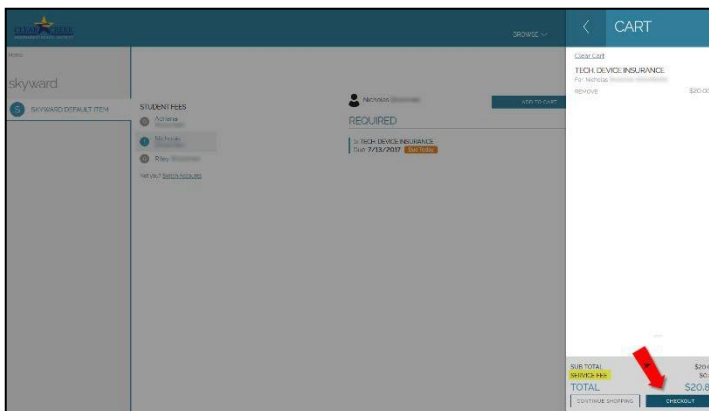
Login as parent at <https://skyward.ccsid.net>

1. Click the **Fee Management** tab on the left
2. Click **Add a Fee** to add or delete an optional fee, such as Tech. Device Insurance Fee - click **Add**, then **Back**
3. Click **Make a Payment** after reviewing all fees
4. To print a copy of fees owed, click Ctrl P.

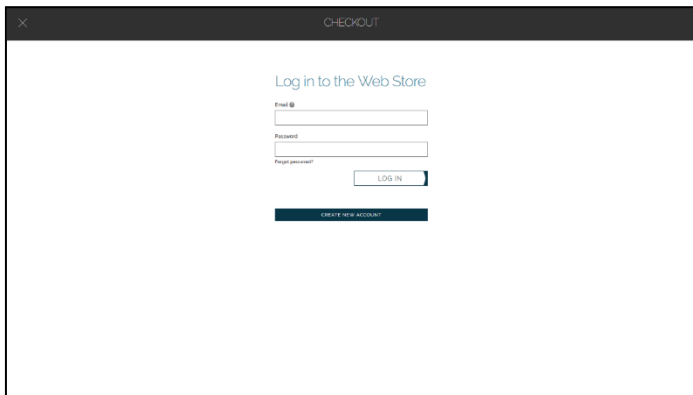


## Fee Payments

1. Click on each student's name to display required fees.
2. To make a payment, click the price to pay in full or enter partial payments when available directly into the "\$" fields.
3. Click the **Add to Cart** button to add each student's fees to your shopping cart once the amounts
4. Confirm all items in the cart and click **Checkout** to proceed to the Web Store (includes 4.16% credit card service fee).



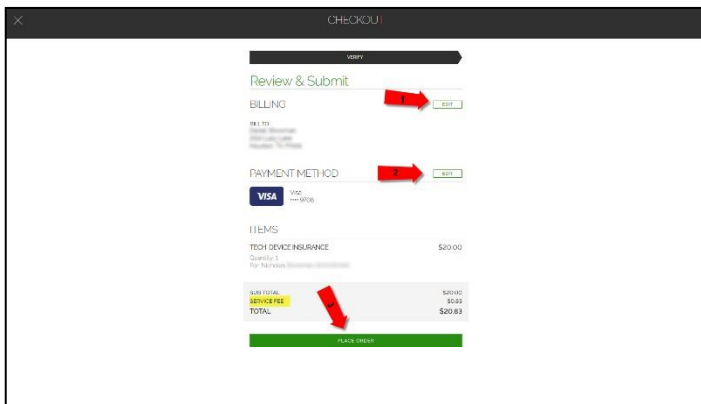
# Parent Flyer - Paying Fees in Skyward Family Access



The screenshot shows a web browser window titled 'CHECKOUT'. The main heading is 'Log in to the Web Store'. Below this, there are three input fields: 'Email ID', 'Password', and 'Remember me?'. To the right of the 'Remember me?' field is a 'LOG IN' button. Below the input fields is a 'CREATE NEW ACCOUNT' button.

## Checkout

1. Log in to the Web Store. If you have paid online previously, click **Forgot Password** link. For first time customers, you will click **Create New Account**. Your email address and password will be used to log in for future transactions.
2. Click **Edit** in the **Billing Section** to enter or update your billing information.
3. Click **Edit** in the **Payment Method Section** to enter or update your payment information.
4. Confirm the items in your cart.
5. After verifying your information, click **Complete Order** to process your transaction and view your receipt.



The screenshot shows the 'CHECKOUT' page with the 'Review & Submit' section. The page is divided into several sections: 'BILLING', 'PAYMENT METHOD', and 'ITEMS'. Red arrows point to the 'EDIT' buttons in the 'BILLING' and 'PAYMENT METHOD' sections. The 'ITEMS' section shows a table with columns for 'ITEMS', 'Quantity', and 'Price'. The table contains one item: 'TECH DEVICE INSURANCE' with a quantity of 1 and a price of \$20.00. Below the table, there is a summary table with columns for 'SUM TOTAL', 'SERVICE FEE', and 'TOTAL'. The summary table shows a sum total of \$20.00, a service fee of \$0.00, and a total of \$20.00. A green 'PLACE ORDER' button is at the bottom.

ITEMS	Quantity	Price
TECH DEVICE INSURANCE	1	\$20.00

SUM TOTAL	SERVICE FEE	TOTAL
\$20.00	\$0.00	\$20.00

