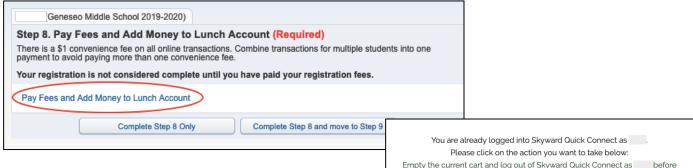
## **Directions for Making Payments During Online Registration 2019-20**

Fee Payment is the last step of Online Registration. If you do not want to pay at this time OR you want to pay with cash or check, you MUST still open the step and then mark the step as Complete. You can mail or drop off a payment at the school your child(ren) will attend in the fall after July 29<sup>th</sup>. Building secretaries are not in the office during the summer so we are unable to accept payments until that date. **Registration is not considered complete until all fees are paid.** 

When you click on **Pay Fees and Add Money to Lunch Account** you will be sent to the Web Store where you will be able to make payments and add money to food service accounts for all of your children in one transaction using a debit or credit card.

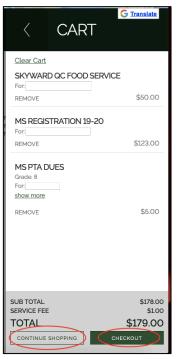


Choose an option to login to your account. After logging in, select an option on the left-hand side or scroll down to see all of the fees listed.

fou are already logged into skyward duck connect as	
Please click on the action you want to take below:	
pty the current cart and log out of Skyward Quick Connect as	be
proceeding with my login.	
Keep my cart and proceed with my new login.	

GENESEO CUSD #228		
Skyward	Not you? Switch Accounts	AUTO-REPLENISH FOR FOOD SERVICE
	FOOD ACCOUNTS	Processing Schedule
ALL	Belance \$0.10	Auto-replenish will process after 7:00 p.m. CT when the food service account balance fails below the threshold.
O FOOD	MAKE ONE-TIME PAYMENT	Transactions
REQUIRED FEES	Belance \$15.85	
0	Balance: \$13.83	A transaction will be processed when the student's food service account balance falls below the predetermined threshold ("When my balance falls below"). A transaction will process through the payer's account (customer) once
5 OPTIONAL FEES	Balance \$0.65	per student, per day. If a payment was made the previous day after 7.00 p.m. CT, auto-replenish will not execute a transaction against the transaction. If multiple students are linked to the same customer account and the food service balance falls below the respective thresholds, auto-replenish will process the payments in a single transaction. If two or more customers are linked to a single student's food service account and both have auto- replenish enabled for that student, both customers will be charged for auto-replenish on that student's food service account and both have auto-
CMR - LOUIS Color	REQUIRED FEES	account, based on the customers' respective thresholds.
GMS and GHS Only Participation Fee - One time payment - Covers all activities that student participates in. NON-REFUNDABLE	MS Registration 19-20 \$123.00 Abo to CART MS Registration 19-20 Dur Aug 15, 2019	Failed Transactions If an auto-replenish transaction fails to process, the account is disabled for future transactions. The customer is notified of the failed transaction by email and informed that the account settings must be updated. The email will include a link to the <b>RevTrack®</b> Web Store account with instructions on updating the payment method. The payment method must be updated before re-establishing auto-replenish
Do NOT pay the Participation Fee if you child is NOT participating in a sport, activity, club, band or choic if will	restrop         Atto to CART           Participation Fee - NON-REFUNDABLE         \$30.00           Participation Fee - NON-REFUNDABLE         \$30.00           Due Aug 15, 2019	For more information regarding Auto- Replenish for Food Service payments.
choir. It will NOT be refunded.	Due Jug 15, 2019  VINTOD  Participation Fee - NON-REFUNDABLE  Participation Fee - NON-REFUNDABLE  Due Aug 15, 2019  OPTIONAL FEES  You successfully signed in to Skyward, however there are no accounts that have optional fees.	Optional fees can be added if they apply to your child.

For Food Service Payments, select MAKE ONE TIME PAYMENT. Enter in a specific amount or choose a predetermined amount and then select ADD TO CART.



One-Time Payme	nt
Select an amount OR enter in a sp \$ 50.00	Pecific amount.         Balance: \$0.10           PAY \$25         PAY \$50         PAY \$100
CANCEL	ADD TO CART

If you have more fees to pay, including fees for another child, select CONTINUE SHOPPING.

To add additional fees, select ADD TO CART then either enter in the amount you would like to pay or select ADD TO CART to pay the full amount. Select either CONTINUE SHOPPING or CHECKOUT.

Make A Payment	Amount due: <b>\$123.00</b>
MS Registration 19-20 \$ 123.00	This amount can be changed for a partial payment.
CANCEL	ADD TO CART

NOTE: The amount due for the Registration Fee is based on your child's lunch status at the end of the previous school year. If you have submitted a Food Service Application and are awaiting notification of approval/denial, do **NOT** pay your fees at this time. Wait until you have received notification regarding your free/reduced status to pay. If you are Direct Certified, do NOT complete a Food Service application. **Fees and discounts may be adjusted throughout the year based on your Lunch Status**.

There are some additional optional fees that are not tracked in Skyward that are available for some schools. To access these fees, click on SHOP at the top of the page and then select your child's school. Select the item you would like to add, fill in the required information and add to cart. Select either CONTINUE SHOPPING or CHECKOUT.

Shop ~ Resources ~	Middle School MS FIELD TRIP FUND (GRADE 6)	MS PTA DUES
Elementary Schools	MS PTA DUES	Grade
Food & Fees	MS YEARBOOK	Select
High School		Member Information
Middle School		Last Name:
Summer Learning Adventure		
View All		Student Name (LAST, FIRST) & 1st Period Teacher (if known)
Ң		
		A service fee may be applied at checkout.

Enail @ Password Forgot password LOG IN

After selecting CHECKOUT, you will be taken to the login page for the Web Store. You will use the same login and password that you have used in the past to make online payments. If you do not have an account, select Create New Account. If you do not know your password, select Forgot Password?

Verify that Billing Information, Payment Information and the items you are paying for are correct and then select PLACE ORDER. You should receive an email confirmation that your order has been placed.

NOTE: A \$1 Service Fee is added to every transaction. You can pay for all items for multiple students in one transaction to avoid paying more than one fee.

CHECKOUT	
VERIFY	
Review & Submit	
BILLING	EDIT
BILL TO:	
PAYMENT METHOD	EDIT
MasterCard	
ITEMS	
MS REGISTRATION 19-20 Quantity: 1 For:	\$123.00
SUB TOTAL	\$123.00
TOTAL	\$124.00
PLACE ORDER	

To make a payment once your online registration has been submitted, go to <u>https://geneseoschools.org</u> and click on WebStore. Login and follow the steps above to place your order.