Making a Payment or Purchasing Items

2. Find your student's school. (Select All Other Fees if applicable)
3. You will need your Infinite Campus Parent Portal Login Information to make a payment for Required Fees.
   (If you do not know your Infinite Campus login please contact your student's school)
4. Enter the User Name and currently enrolled child's birthdate for your Parent Portal account.
5. Select the fees you would like to make a payment for and click Next Page.
6. Confirm the fees you have selected and click Go to Checkout
7. Select the item you wish to purchase, enter any requested information, and click the Add to Cart button.

Click the Checkout button if you have no additional items to add.

To make a payment for another fee or student, click Continue Shopping.

Select additional fee type and fees, enter required information. When all fees are in your shopping cart, click Checkout.
At the checkout screen, if this is your first purchase in the Web Store, click on **Create New Account**, fill in all requested fields including Email and Password and click **Create Account**. This email address and password will serve as your Web Store account login on subsequent visits.

If you are a returning customer, enter the email address and password you established on your first visit and click the **Log In** button.

**Log in to the Web Store**

<table>
<thead>
<tr>
<th>Field</th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>Email</td>
<td></td>
</tr>
<tr>
<td>Password</td>
<td></td>
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</tbody>
</table>

Verify information and click the **Place Order** button. Your order will be processed, and you will receive a receipt at the email address associated with your RevTrak account.

Complete billing and account information, if applicable.
Updating Your Contact Information

Access Account Settings

- Access the Web Store and log in to your account
- Click on My Account on the navigation bar
- Click Edit
- Make your edits and click Update

Adding or Updating Debit/Credit Card Information

Access Account Settings
• Access the Web Store and log in to your account
• Click on My Account on the navigation bar
• Click Add Debit/Credit Card
• Make your edits and click Update

• Enter card information and click Add Card