

# Instructions for submitting an OSC application through Infinite Campus

Login into [Infinite Campus Parent Portal](#)

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**Infinite Campus**

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**District Announcement**  
Monday 07/19/2021

Optional fees are fees that are not assigned for payment by the school, i.e. parking pass, chromebook package, case and/or protection plan, sports, academic clubs, etc. These optional fees display in a list, allowing you to select the fee and make the payment yourself by adding it to your cart.

Where do I go to Pay an Optional Fee?  
The Optional Payments tool is part of My Accounts. My Accounts appears on the screen when you are looking at the Today, Food Service, or Fees tools.

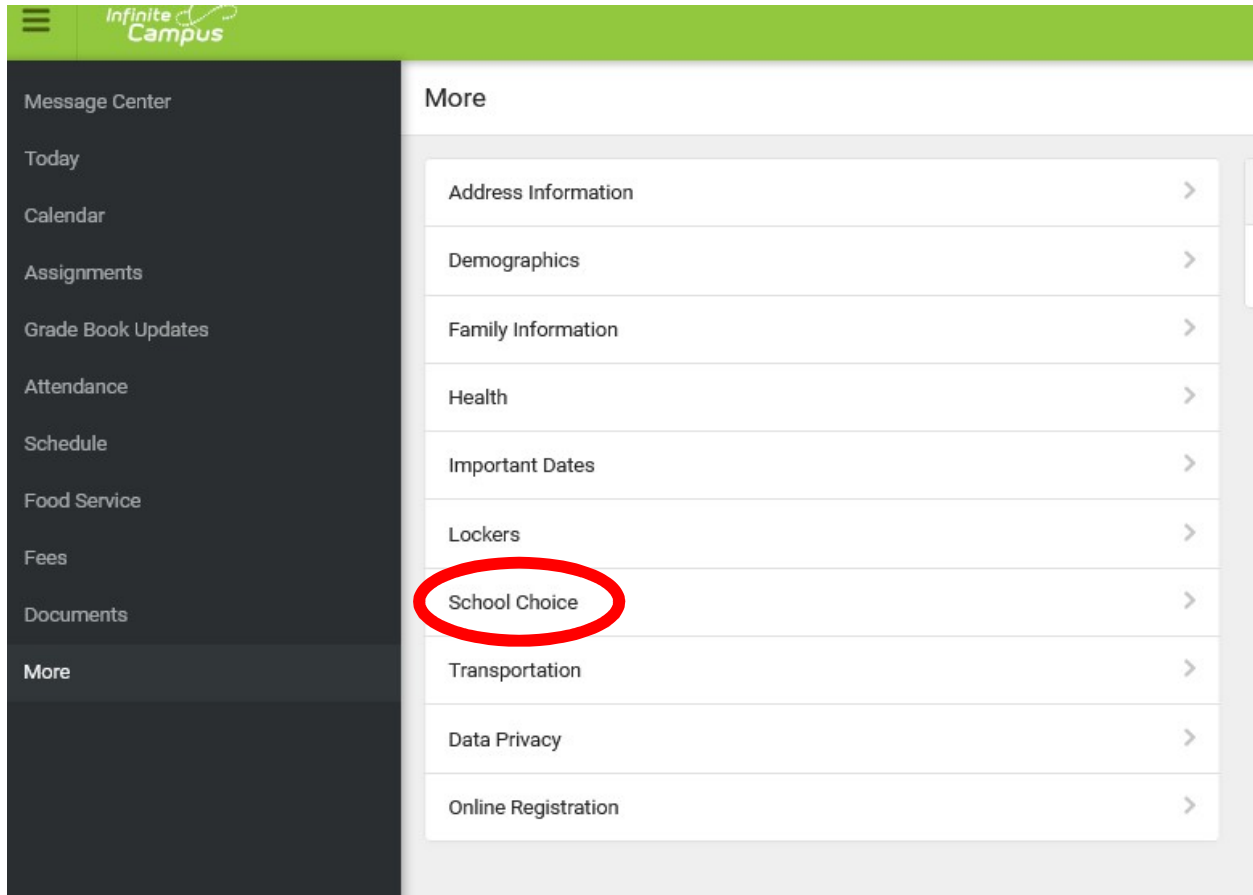
How do I Pay an Optional Fee?

- Click on My Accounts
- Click Optional Payments (**Bottom of the Fees page.**)
- Click Add to Cart next to the fee you want to pay.
- Click My Cart.
- Select the Payment Method you want to use and enter an Email Address for Receipt (optional).
- Click Submit Payment.

**District Announcement**  
Tuesday 01/26/2021

What browser works best for use of the Campus Parent and Student Portal?  
- Firefox, Google Chrome or Microsoft Edge work best for the Campus Parent and Student Portal.

## 2. Click on **School Choice**



## 3. Click on **Rank Choice** drop down arrow.

## 4. Click on choice and then click **Submit**

