



K12 Payment Center

A LINQ SOLUTION

Dear Parents,

Great News! Dealing with your children's lunch money and school fee payments just got a lot easier. You can now **add money** to your child's meal account, see their cafeteria **purchase history**, and pay for all **school related fees** securely **online** from your computer, tablet or smartphone!

With **K12PaymentCenter** the chances of lunch money and school fee payments getting lost or stolen significantly decreases. Plus, you save time not having to come into school to make payments! You can add money to meal accounts and pay for school related fees at the same time from your desktop or mobile device. You can even schedule **recurring payments**, set up **notifications**, and **transfer meal funds**. It will also save your **payment history** so you can refer back at any time. You will have access to your child's account 24 hours a day, 7 days a week.

How Do You Get Started? It's simple!

- Go to www.k12paymentcenter.com in your web browser
- First time users click "Sign Up" then select your state and district from the drop-down lists
- Fill in your information to set up the account
- Click "Manage Students" to add your student(s) with their last name and student ID number
- Make a payment to your students' accounts with your credit/debit card or electronic check

Once you create your account and add your students, you will have access to your student's meal account balance and cafeteria purchase history for **FREE!** When making meal account or school fee payment there is a small convenience fee per transaction (not per child) to cover payment processing.

For more information or questions about using **K12PaymentCenter** please go to www.k12paymentcenter.com or email contactus@k12paymentcenter.com

[Click here](#) to learn more about managing your child's account online today!



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Dear Parents,

We have some exciting news about K12PaymentCenter.com. You can now make payments via **electronic check (eCheck)**. When you make a payment with an eCheck it has a convenience fee of only **\$0.95** no matter what the transaction total is.

How do you set up eCheck as a payment method?

- Go to www.k12paymentcenter.com in your web browser
- Log into your account or create an account if you have not used it before
- Click **Manage Wallet** on the left menu
- Under the Cards option you will see a **Banks** option
- Click the orange **Add Bank Account** button and follow the prompts to securely add your bank
- Once the bank account is saved you will be able to select it as a payment option in the **Select a Wallet drop down** at the checkout screen. That will change the convenience fee to \$0.95 in the cart.*

For more information or questions about using eCheck in K12PaymentCenter please go to www.k12paymentcenter.com or email contactus@k12paymentcenter.com

**If an eCheck payment is made and there are insufficient funds in your checking account, the payment will be reversed, and the district may apply an insufficient funds charge to you.*



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How to Add a Website Link to Your Phone's Home Screen

The **K12 Payment Center** website is 'responsive' and adjusts to your smartphone screen. You can enjoy the full features of the desktop site in a format that is easy to use and does not require any zooming.

To make it *even easier* to access, you can *save an icon* for the website to your phone's home screen just like an app. When you tap this icon, it will open the website in your phone's browser app. You can also save your **username** and **password**, so you don't have to enter it every time.

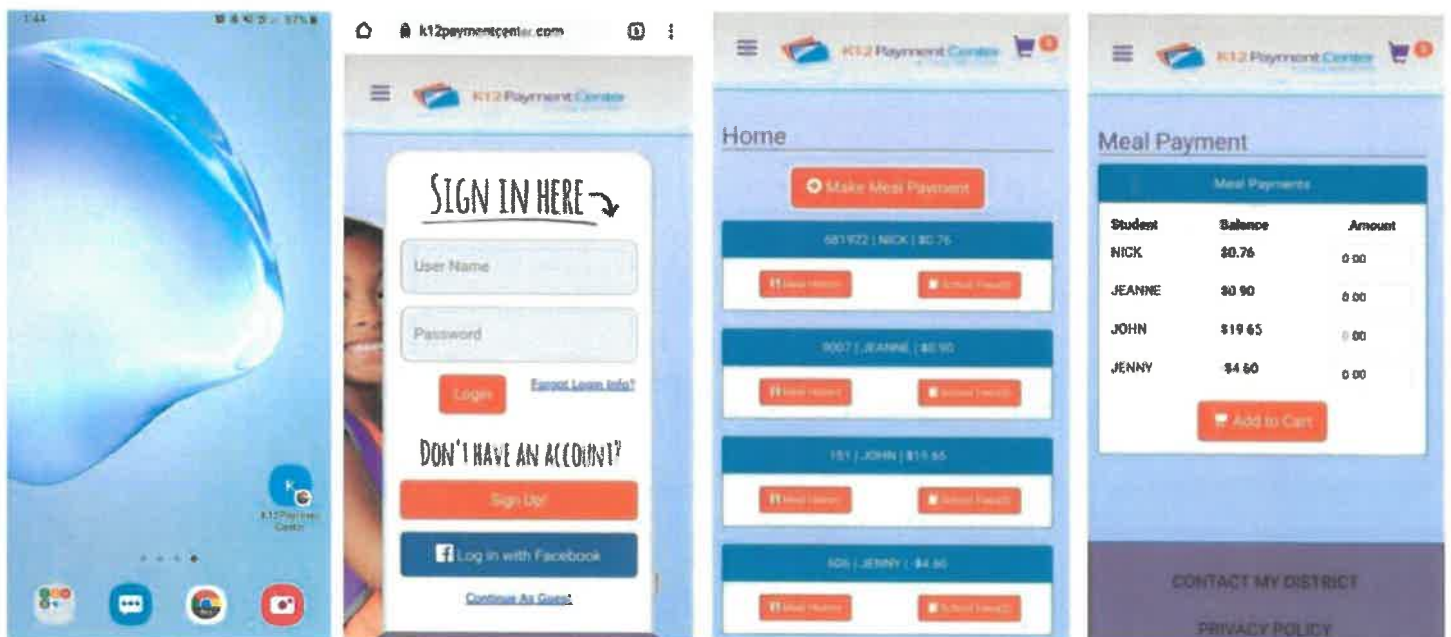
Add the Website to an iPhone or iPad Home Screen in the Safari web browser App

1. Launch your **Safari** web browser app
2. Navigate to www.k12paymentcenter.com
3. Press the '**Share**' button
4. Select the '**Add to Home Screen**' icon

Add the Website to an Android phone Home Screen in the Chrome Web Browser App

1. Launch your Chrome web browser app
2. Navigate to www.k12paymentcenter.com
3. Press the (3) three vertical dots in the upper-right corner of the browser to dropdown the browser menu
4. Select '**Add to Home Screen**' from the menu
5. Enter a **Name** for the icon and select '**Add**'
6. Confirm '**Add to Home Screen**' by selecting '**Add**' again

You now have an icon that can be moved wherever you'd like. When you press the icon, it will take you directly to the [K12 Payment Center Website](http://www.k12paymentcenter.com).





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School Payments Just Got **Easy**

We're constantly innovating to make school payments even easier.

Here are some key features to take advantage of:



Make Payments 24/7

Parents can make one-time or recurring school payments 24/7 using credit/debit cards and electronic checks, schedule automatic payments and payment reminders, and set up low balance and past due alerts.



Track Balances & Purchases

Parents can see 120 days of meals and fees purchased and payments made, so you know exactly where your money is being spent. You can also set automated notifications via email and /or text when your student's meal account balance falls below an amount you determine.



Download the Mobile App

Download the K12PaymentCenter app to conveniently access students' balances, purchases, push notifications, and make secure payments right from your mobile device.

Did you know?

For electronic check payments,
the convenience fee will be \$0.95 for any amount.

To add the electronic check capability, simply log in to your K12PaymentCenter account and add your bank account to your wallet.

Download the app now on the [Apple App Store](#) and [Google Play](#)!

Convenience Fee Structure

- Convenience fee is transaction based
- Credit Card / Debit Card Payments
 - Cart total \$0 - \$100 = \$1.95
 - Cart Total over \$100 = 2.99%
- Electronic Check Payments (eCheck) = \$0.95
 - No Charge for NSF eCheck Payments



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