

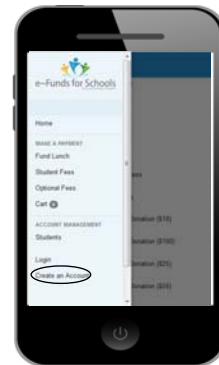


# Getting Started as a new user with the EFS Mobile Site Step-By-Step Guide for Parents

## **CREATE YOUR ACCOUNT:**

1

- Go to the website that was provided to you by our school district.
- Select the drop down menu.
- Click on "Create an Account".
- Provide the requested information.
- Click "Create" after you have read and agreed to the Terms of Service and Privacy Policy.



## **ADD STUDENTS:**

2

- Log in to your account.
- Select the drop down menu.
- Select "Students" from "Account Management".
- Enter student's last name, and family or Student ID #.
- Select "Add Student(s)".
- Repeat steps 2, 3 and 4 to add more students.

## **PAYMENT INFORMATION:**

 If you've already created an account, start here.

3

- Log in to your account.
- Select the drop down menu.
- Select "Payment Information" from "Account Management".
- Select "New Credit Card" or "New Direct Debit" to add new payment information.
- After entering all required information, read Consent and select "Add" to save information to the account.



## **MAKE A PAYMENT:**

4

- Select item.
- Select "Student".
- Select "Fee", or item you are paying for.
- Enter amount of payment.
- Continue to checkout.
- Choose payment method or enter new method.
- Review items and total.
- Select "Pay Now".

*Payment Solutions Built for Schools by Schools*