

# Directions for Checking Obligations & How To Pay

## Computer Directions

1. Go to the [Online Payments Page](#)
2. Click on the green "Make A Payment" icon.
3. Click on "Student Obligations" on the blue bar across the top of the page.
4. You will be asked to "SIGN IN" or "Create an Account" as new user if you do not currently have one.
5. After signing in you will be asked to select a student profile from the drop box on the right (if you have not created one yet click on "if Student is not listed add them by clicking here")\*\*
6. Once a student is selected, if any obligations are due, his/her obligations will be listed under "Detailed Obligation Amount To Pay" towards the bottom of the screen.
7. Check the pay box to the right of the obligation, then select the blue "add to cart" button.
8. You will then be taken to your cart and you can "continue shopping" (select this yellow button if paying obligations for more than one student) or click on the blue "check out" button.
9. Follow the directions for making an online payment. If you would like to pay by check you have that option and the instructions for that process is below.

## Mobile Phone Directions

1. Go to the [Online Payments Page](#)
2. Click on the green "Make A Payment" icon.
3. Click on the three red lines on the top left of the screen:
4. Click on "Student Obligations" from the drop-down menu.
5. You will be asked to "SIGN IN" or "Create an Account" as new user if you do not currently have one.
6. After signing in you will be asked to select a student profile (if you have not created one yet click on "if Student is not listed add them by clicking here")\*\*
7. Once a student is selected, if any obligations are due, his/her obligations will be listed under "Detailed Obligation Amount To Pay" towards the bottom of the screen.
8. Check the pay box to the right of the obligation, then select the blue "add to cart" button.
9. You will then be taken to your cart and you can "continue shopping" (select this yellow button if paying obligations for more than one student) or click on the blue "check out" button.
10. Follow the directions for making an online payment. If you would like to pay by check you have that option and the instructions for that process is below.

If you would prefer to pay by check, please include the following on the check: phone number of person writing the check and the student's ALPHA. Checks are to be made payable to "DeLand High School."

Address the envelope:

DeLand High School  
Attn: Mr. Goldy  
800 N. Hill Ave  
DeLand, FL 32724

Be sure to include the check and a note with the following: Obligations being paid, contact phone number and a valid email address. You will be emailed with notification that payment has been received.

\*\*If you have any questions regarding an obligation, you will need to contact the sponsor/coach/teacher who submitted the obligation. If you are not sure who submitted the obligation, please email Mr. Goldy at [acgoldy@volusia.k12.fl.us](mailto:acgoldy@volusia.k12.fl.us), and he will forward your question on to the correct person and get back to you.