DEER VALLEY
Unified School District

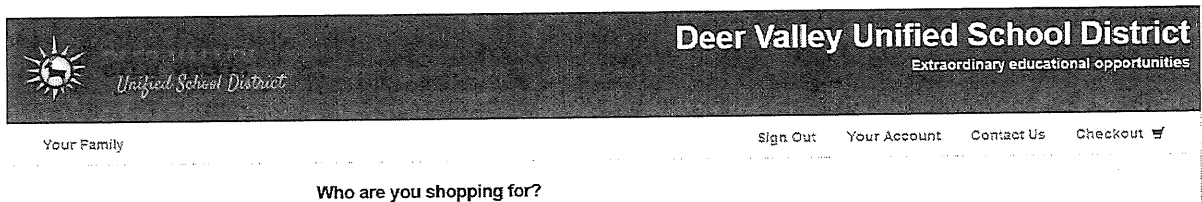# TouchBase Parent Sign In Instructions

Logging In

1. Go to https://az-deervalley.intouchreceipting.com/
2. Log into Student Account using student's user name and password

   User Name=Student's PowerSchool ID Number
   Password=Student's Last Name (case sensitive)

3. Select the Student you are shopping for

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Unified School District

Your Family   Sign Out   Your Account   Contact Us   Checkout ☰

Who are you shopping for?

Making a Purchase

1. Select **Shop/Items at Your School**
2. Choose a **Category**
3. Select Item and click **Buy**

Item	Qty	Amount	
DEVICE PROTECTION PLAN	1	25.00	Buy

4. When all items have been added to the cart, click on the **Checkout** link, in upper right corner. Verify the cart contents and click on the blue Checkout icon.
5. The customer will be directed to a payment screen where all of the credit card information is entered.
6. Click **Pay Now** and complete transaction.
7. The customer has the opportunity to print and/or save a copy of the payment receipt.
8. All purchases on student accounts will reflect on their Purchase History.

Reports

Purchase History

Paying a Student's Fine

1. Go to https://az-deervalley.intouchreceipting.com/
2. Log into Student Account using student's user name and password.

User Name=Student's PowerSchool ID Number
Password=Student's Last Name (case sensitive)

To Log In
Username: Student ID
Password: Last Name (as listed in Powerschool/case-sensitive)
Must log in separately for each student.

User Name	User Name
Password	Password
	Sign In

3. Select the Student you are shopping for.

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Who are you shopping for?

4. Once you select the Student, all fees and fines will be visible by selecting view.

Attention: Samantha has 25.00 in unpaid fines/fees.   View

5. Check the box next to any/all fees/fines that customer wishes to pay at this time.

6. Click on the blue Checkout icon on bottom right hand side.

7. The customer will be directed to a payment screen where all of the credit card information is entered.

8. Click Pay **Now** and complete the transaction.

9. The customer has the opportunity to print and/or save a copy of the payment receipt.

10. All purchases on student accounts will reflect on their Purchase History.

Reports

Purchase History