

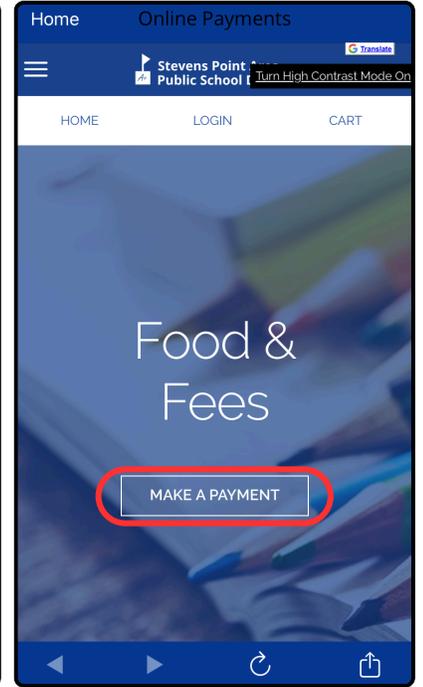
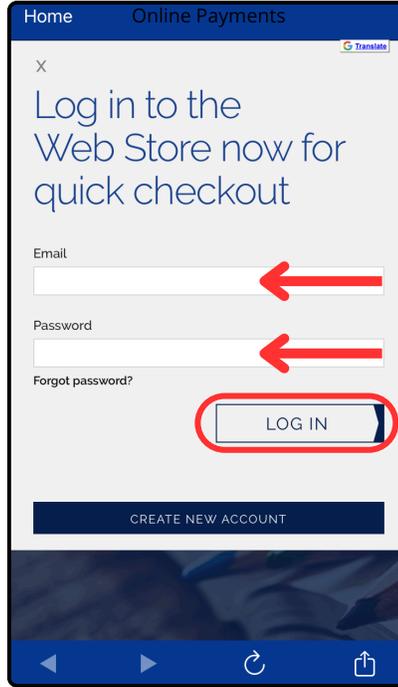
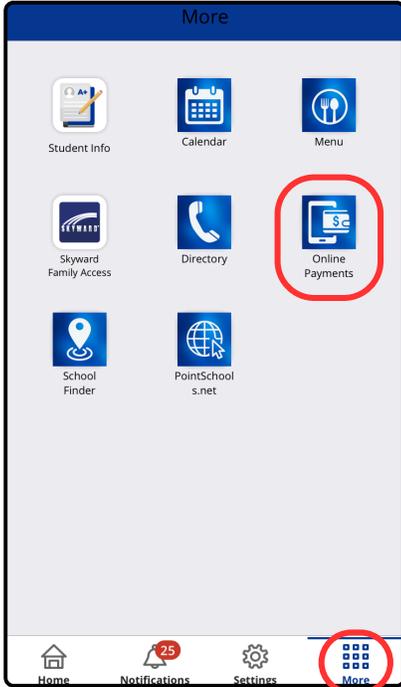
# HOW TO MAKE A PAYMENT TO YOUR CHILD'S FOOD SERVICE ACCOUNT USING A CREDIT/DEBIT CARD

**1** Open the SPAPSD app on your cell phone. In the bottom right hand corner, click on the MORE icon. Then click on ONLINE PAYMENTS. **Note: Do not use the Skyward app.**

**2** Enter your email and password, then click LOG IN. On the next screen, select MAKE A PAYMENT.



↑↑  
USE THIS APP  
NOT THIS APP  
↓↓



**3** Using the arrows on the right side of the screen, select FAMILY ACCOUNT under the PAYOR NAME and then click on SELECT. Click on the FOOD icon.

**4** Click on MAKE A ONE TIME PAYMENT under the name of the appropriate student to open the payment screen.

