



STUDENT FEE PAYMENT HELP GUIDE INSTRUCTIONS FOR PARENT PAYMENTS ONLINE

1. Login to the Parent Powerschool Portal using this link: <https://nadams.powerschool.com/public/home.html>

(Please note: Online payments CANNOT be made using the Powerschool phone APP)

If you do not know your username or need a password reset, please email schuelerj@nadams.k12.in.us

PowerSchool SIS

Student and Parent Sign In

Sign In Create Account

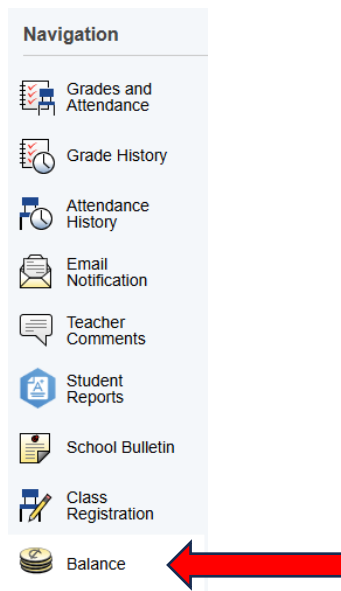
Username Enter user name here

Password

[Forgot Username or Password?](#)

Sign In

2. Select **"BALANCE"** from the left navigation Pane:



3. Locate your Total Balance Due in PowerSchool.

This is the full amount you owe for student fees.

Write down this exact dollar amount.

You will manually enter this total when you make your payment. (Step 4)

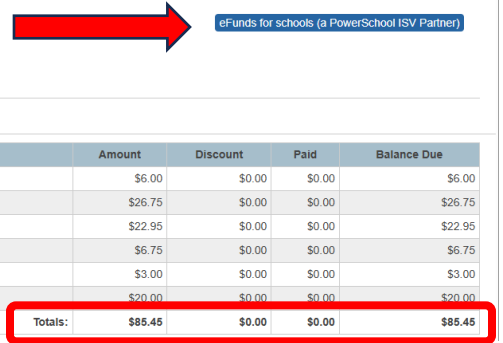
IMPORTANT NOTE:

PowerSchool and the online payment portal are two separate systems.

They do **NOT** automatically update or “talk” to each other.

- You will look up the amount owed in PowerSchool.
- Then you will enter and pay that amount in the payment portal.

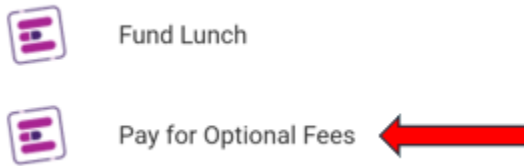
4. To make ONLINE PAYMENT, select “eFunds for schools”



Available Funds in Fee Account: \$0.00 [View Fee Statement](#)

Fee	Date Assessed	Fee Notes	Course	Amount	Discount	Paid	Balance Due
CONSUMABLE MATERIALS	10/29/2025	CONSUMABLES	Homeroom 2 25-26	\$6.00	\$0.00	\$0.00	\$6.00
CONSUMABLE MATERIALS	10/29/2025	CONSUMABLES	Mathematics 2 25-26	\$26.75	\$0.00	\$0.00	\$26.75
CONSUMABLE MATERIALS	10/29/2025	CONSUMABLES	Reading & Literature 2 25-26	\$22.95	\$0.00	\$0.00	\$22.95
CONSUMABLE MATERIALS	10/29/2025	CONSUMABLES	Language Arts 2 25-26	\$6.75	\$0.00	\$0.00	\$6.75
CONSUMABLE MATERIALS	10/29/2025	CONSUMABLES	Visual Arts 2 25-26	\$3.00	\$0.00	\$0.00	\$3.00
TECHNOLOGY	10/29/2025	TECHNOLOGY FEE	Homeroom 2 25-26	\$20.00	\$0.00	\$0.00	\$20.00
Totals:				\$85.45	\$0.00	\$0.00	\$85.45

5. You will be directed to the EFUNDS for Schools website. Select “PAY for OPTIONAL FEES”

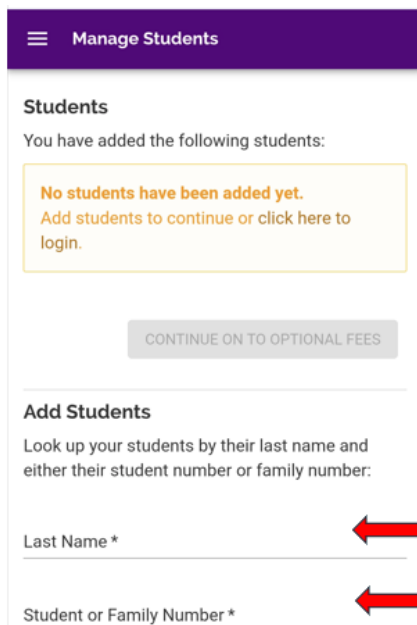


Fund Lunch

Pay for Optional Fees

6. From here you have 3 choices: Check Out as a Guest, Login to your Existing Account, or Create a New Account

Note: If you do not have an existing account and you check out as a guest, you will have to add your student. You will need each child’s student ID to add them to your payment. Contact your child’s school if you need your student’s ID number.



Manage Students

Students

You have added the following students:

No students have been added yet.
Add students to continue or click here to login.

CONTINUE ON TO OPTIONAL FEES

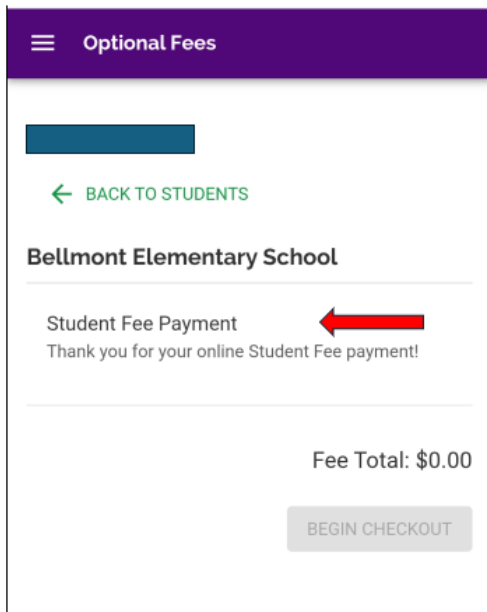
Add Students

Look up your students by their last name and either their student number or family number:

Last Name *

Student or Family Number *

7. Next, you will proceed to “Continue on to OPTIONAL FEES”.
8. Select “Student Fee Payment” to enter the \$\$ amount you want to pay



If you have additional students, you can select “BACK TO STUDENTS” to add payment for the additional student(s). Select “BEGIN CHECKOUT” to proceed to checkout.

9. **Credit or Debit is accepted.** An outside company processes these payments. The processor charges a transaction fee for this service. Fees for credit or debit cards are a percentage of the transaction total.
Direct Debit from a bank account is a flat fee. (.50¢ per transaction)
10. If you do not have a payment account or if you need assistance with eFunds for Schools, please contact North Adams Food Service department for assistance. Phone (260) 724-7121 option 8 or email Penny Henkenius at henkeniusp@nadams.k12.in.us.
11. If you have questions regarding your student’s fee balance, please contact Lori Baumer. Phone (260) 724-7146 option 0 or email baumerl@nadams.k12.in.us for assistance.