

e~Funds for Schools

Easy Step-by-Step Parent Guide

Use this guide to create your account, add your student, set up a payment method, and make a school payment.

STEP 1 - CREATE YOUR ACCOUNT

1. Go to **e~Funds for Schools**. <https://payments.efundsforschools.com/v3/districts/55635/>
2. Select **Create an Account**.
3. Enter the requested information.
4. Select **Create Account**.

STEP 2 - ADD YOUR STUDENT(S)

1. **Log in** to your e~Funds account.
2. Go to **Manage Account** and select **Manage Students**.
3. Enter your student's **Last Name** and **Student ID Number from PowerSchool**.
4. Click the Green Button "Continue on Home"
5. Select **Add Student(s)**.
6. Repeat these steps for each additional student.

STEP 3 - ADD A PAYMENT METHOD

1. Log in to your account.
2. Go to **Payment Settings** and select **Payment Methods**.
3. Choose **New Credit Card** or **New Direct Debit**.
4. Enter the required payment information.
5. Review the consent information and select **Add** to save.

STEP 4 - MAKE A PAYMENT

1. Select **Student Fees** from the menu.
2. Choose the **student** you are making a payment for.
3. Select the **fee** you would like to pay.
4. Select **Begin Checkout**.
5. Choose a saved payment method or enter a new one.
6. **Review your items and total**.
7. Select **Pay Now**.

Need Help?

Email Mrs. Shelton if you need assistance locating Student ID Number.

