Getting Started with Fee/Lunch Payments Online
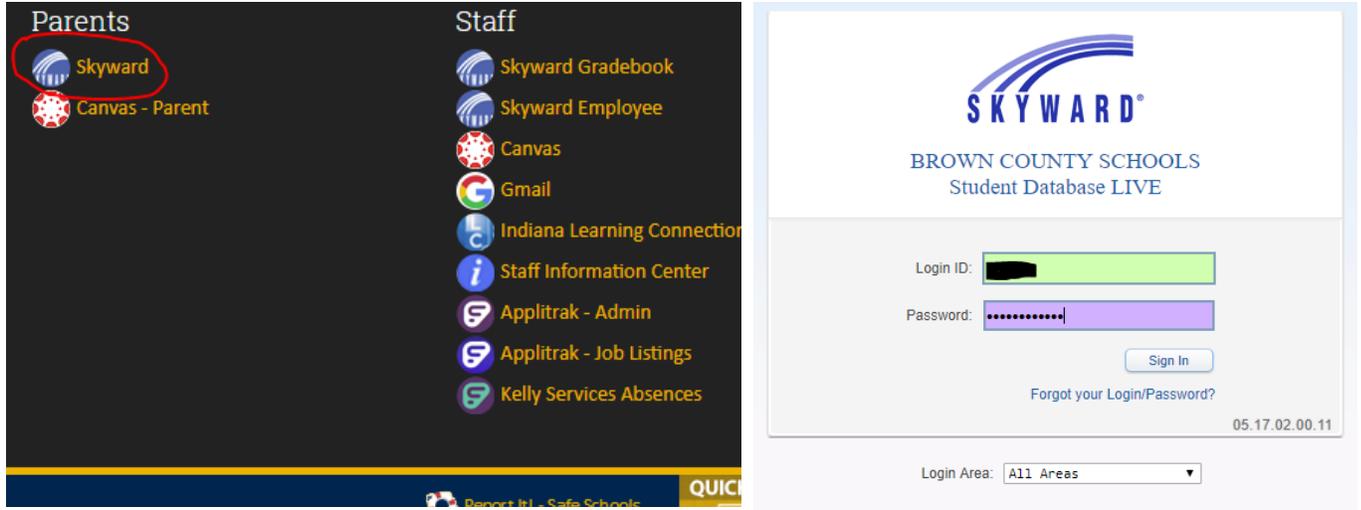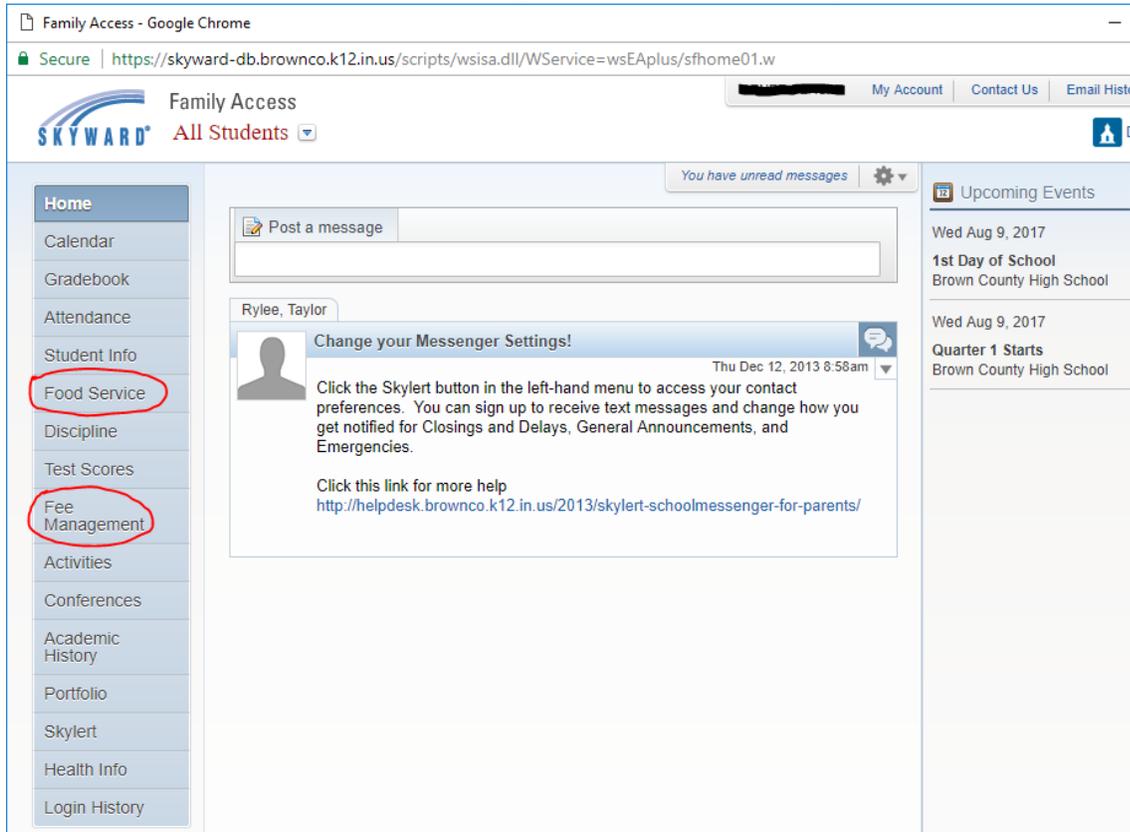
1) Login to Skyward Family Access from the school website

2) Select either the Food Service or Fee Management tab from the Family Access screen

3) Choose Make a Payment from the screen

SKYWARD All Students ▾

Food Service

Home	**Food Service**
Calendar	**Current Account Balance** — **Today's Lunch Menu** — **Lunch Calendar**
Gradebook	▬: $1.70 Lunch Type: Normal — No lunch menu details are available for the current date.
Attendance	▬: $8.65 Lunch Type: Normal
Student Info	▬ (Brown County High School) View Totals	Make a Payment
Food Service	There are no payment records for this student.
Discipline	▬ (Brown County High School)	Make a Payment
Test Scores	There are no payment records for this student.

Fee Management

Unpaid Balance

▬ (Brown County High School): **102.20**
▬ (Brown County High School): **177.64**

▬ (Brown County High School) **View Fees** | **View Payments** | **View Totals** | Make a Payment

School Year	Due Date	Fee Description	Amount Charged	Amount Paid	Amount Due	Rem
2018	Fri May 25, 2018	Student Handbook	5.00	0.00	5.00	
2018	Fri May 25, 2018	English 9 Intensive	12.98	0.00	12.98	
2018	Fri May 25, 2018	English 9 Intensive	12.98	0.00	12.98	
2018	Fri May 25, 2018	Geography & History of World	13.28	0.00	13.28	
2018	Fri May 25, 2018	Geography & History of World	13.28	0.00	13.28	
2018	Fri May 25, 2018	Spanish I	8.30	0.00	8.30	
2018	Fri May 25, 2018	Spanish I	8.30	0.00	8.30	

4) Login to e-Funds for schools using the credentials you have created. If this is your first time on eFunds and you have not created an account, click Register Here. View the Registration Guide for details. You will need to create an account and then add your student to your account with their ID number and last name. (Find your students' ID number on the Student Info tab in Skyward Family Access, underneath the student's photo.)

Login

Username: ▬
Password: ••••••••

Login   Forgot Username
Forgot Password

New Users

▸ Register Here

📄 Registration Guide

5) Once you have your account created and you are logged in, choose Make a Payment from the main screen

Payment Options

Make a Payment
Towards school payment item(s)

View Payment Histo
Review history of payments

Schedule a Pre-Authorized Payment
Setup a payment that occurs at regular intervals

View Pre-Authorize
Review history of pre-autho

Manage Pre-Authorized Payments
Manage your scheduled pre-authorized payments

Advisory Services

6) Choose your payment option or add your payment options if you haven't already set them up. You can add a Credit/Debit card or a checking account. Convenience fees differ for each option.*

Manage Payment Information

| Existing Account(s) | New Checking Account | New Credit / Debit Card |

- Payment from your **checking account is the lowest cost payment option** available t
- To use your existing checking account information, click here.
- Click here if you have a debit card, or you have a checking account and your financia

Manage Preferred Funding Sources

Payments	Account	
◉	Checking	*******123 (123123123)

Save

7) Click the Add button beside the fees you would like to pay. To make a partial payment for a fee, change the amount in the box. Add money to the Meal Account by changing the amount in the box. Click Continue

English 9 Intensive	2018-05-25	$12.98	12.98	2017-07-31	Add
Geography & History of World	2018-05-25	$13.28	13.28	2017-07-31	Add
Geography & History of World	2018-05-25	$13.28	13.28	2017-07-31	Add
Spanish I	2018-05-25	$8.30	8.30	2017-07-31	Add
Spanish I	2018-05-25	$8.30	8.30	2017-07-31	Add

Brown County High School

Meal Account		$10.00	2017-07-31	Added

Payments for 2017-07-31

Payment Item Name	Pay For	Amount	
Student Handbook (Student Handbook)	Rylee	$5.00	Remove
Meal Account	Rylee	$10.00	Remove
Convenience Fee(s)		$1.00	
Total for 2017-07-31:		$16.00	

Continue

8) Review your payment and click Submit

Confirm your choices

Payment Method   Checking   Account Number: ******123   Routing Number: 123123123

This payment will debit your checking account within 2 business days

Meal Account		$10.00
Student Handbook (Student Handbook)		$5.00
Convenience Fee		$1.00

Total for 2017-07-31:	$16.00

Please review the convenience fees associated with each payment. To process your payment, you must agree to pay the convenience fees listed above.

○ I have reviewed, and confirm that I **accept** the above listed convenience fee(s).

○ I **decline** paying all fees and want to cancel this payment.

Back   Submit

* As of 8/2/2017, fees for credit/debit card payments made through the parent account are a flat fee of $2.65 for each payment up to $100 and an additional $2.65 for every (up to) $100 after. Fees for checking account payments are a flat fee of $1.00 no matter the amount of the payment. Credit/debit card payments made in-person at the school are charged a 3.2% transaction fee in lieu of the flat fees. All fees are subject to change.