## How does a parent make an online payment?

In TeacherEase, parents can pay student fees online or replenish their lunch account. This saves time and a trip to the school to fill the student's lunch account or pay for the yearbook and other fees. It is worth mentioning that a parent can pay for ALL their children's fees from the same page.

Parent online payments are available from a web browser and mobile apps (iOS and Android).

Follow these steps to make a payment on the parent portal:

- 1. Go to Parent Main > Miscellaneous > Fees
- 2. Make Online Payment

Smith, Jill	
Account	Lunch
Current Balance	\$0.20
Payment	9.80
Balance After Payment	\$10.00
Account	General
Current Balance	-\$30.00
Payment	\$30.00 edit
Balance After Payment	\$0.00

Convenience Fee: \$1.50

Payment Total: \$41.30

Continue

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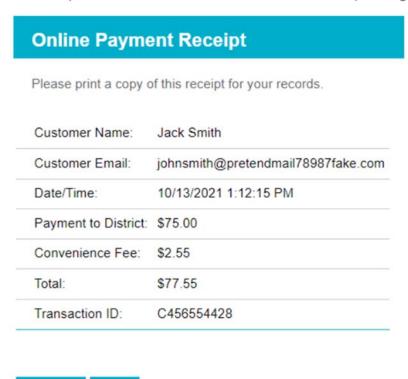
## 3. Continue

4. Enter your credit/debit card information

John Smith	
Zip code	
Enter your email to receive a receipt	
jsmith@emstfakeparent10222021.com	
Card number	
MM / YY	<b>■</b> CVV
Convenience Fee: \$1.50	
Payment Total: \$41.30	

## 5. Submit Payment

6. A receipt will be available on the next screen for printing and adding to your records



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