

Paying Fees in Skyward Family Access

Skyward Family Access

Login as parent on the [Vicksburg Schools Skyward Parent Portal](#)

School Year	Due Date	Fee Description	Amount Charged	Amount Paid	Amount Due	Remaining Due	Payor Name	Pay Plan ID
2020	Fri Nov 8, 2019	AP Seminar S1	94.00	0.00	94.00	94.00		

1. Once logged in, click the Fee Management tab on the left.
2. If paying a **Required Fee**, such as an AP Course Fee, just click Make a Payment.
3. If paying an **Optional Fee**, such as Art Fee or Photo Fee, click Add a Fee - click Add, then Back.
4. Click Make a Payment after reviewing all fees.
5. This will take you to RevTrak's website.

REQUIRED FEES

#PFEH	AP Seminar Exam	\$94.00	ADD TO CART
	AP Seminar S1		
	Due Nov 8, 2019		

Fee Payments

1. Click the Add to Cart button to add each student's fees to your shopping cart.
2. To make a payment, click the price to pay in full or enter partial payments directly into the "\$" fields.
3. Click Add to Cart button.
4. Confirm all items in the cart and click Checkout to proceed to the Web Store.

CHECKOUT

VERIFY

Review & Submit

BILLING

EDIT

BILL TO:

PAYMENT METHOD

CHANGE

VISA

Visa

ITEMS

AP SEMINAR EXAM

\$94.00

Quantity: 1

For:

SUB TOTAL

\$94.00

TOTAL

\$94.00

PLACE ORDER

Checkout

1. Log in to the Web Store. For first time customers, you will create your Web Store account. Your email address and password will be used to log in for future transactions.
2. Enter your payment method and credit card info, and click Continue.
3. Verify the information in the Review & Submit Window.
4. After verifying your information, click Place Order to process your transaction and view your receipt. You will also get a receipt sent to your email address.