

1. Select "Create an account" from the left-hand menu.

The screenshot shows the e~Funds for Schools website interface. On the left is a navigation menu for Bristol School District #1, including options like Home, Make a Payment, Fund Lunch, Student Fees, Optional Fees, Cart, Manage Students, Login, and 'Create an Account' (highlighted with a red box). The main content area features a blue header with 'Welcome!' and a section titled 'What would you like to do?' with three options: 'Fund Lunch', 'Pay for Student Fees', and 'Pay for Optional Fees'. A light blue box on the right contains a 'Welcome!' message and instructions for current and new users.

2. Enter a username, password, your first and last name, and your email address. Once the form is complete, select "CREATE ACCOUNT".

The 'Create an Account' form is displayed with a blue header. The form contains several input fields: 'Username *' (filled with 'TestUsername'), 'Password *' (masked with dots), 'Re-enter Password *' (masked with dots), 'First Name *' (filled with 'Test'), 'Last Name *' (filled with 'Username'), 'Email *' (filled with 'testusername@gmail.com'), 'Family Number', 'Phone', and 'Billing Address'. A red box highlights the Username, Password, and Re-enter Password fields. At the bottom left, a blue button labeled 'CREATE ACCOUNT' is highlighted with a red box. A note at the bottom left states '* indicates required field'.

3. To enter a payment account, select “Payment Settings” on the left-hand menu and then select “Payment Methods”.

The screenshot shows the e~Funds for Schools interface for Bristol School District #1. The left-hand navigation menu includes: Home, Make a Payment (with a dropdown arrow), Fund Lunch, Student Fees, Optional Fees, Cart (with 0 items), History (with a dropdown arrow), **Payment Settings** (with a dropdown arrow and a red box around it), **Payment Methods** (with a red box around it), Recurring Payments, and Low Meal Balance Settings. The main content area has a blue header with 'Welcome!' and a section titled 'What would you like to do?' with three options: 'Fund Lunch', 'Pay for Student Fees', and 'Pay for Optional Fees', each with a small icon.

4. Select “NEW DIRECT DEBIT”

The screenshot shows the 'Payment Information' page. The page has a blue header with the title 'Payment Information'. Below the header, there is a section with the text: 'Add or remove payment methods. Clicking a payment method will set it as your preferred payment method.' Below this, there is another section with the text: 'No registered payment methods. Please register a payment method.' In the bottom right corner, there is a blue button with the text 'NEW DIRECT DEBIT' highlighted with a red box.

6. To add a student you would like to make payments for, select “Manage Account” on the left-hand menu and then “Manage Students”.

The screenshot displays the e~Funds for Schools interface. On the left, a navigation sidebar lists various options. The 'Manage Account' option is highlighted with a red box, and the 'Manage Students' option, which is a sub-item of 'Manage Account', is also highlighted with a red box. The main content area features a blue header with the text 'Welcome!' and a section titled 'What would you like to do?' containing three options: 'Fund Lunch', 'Pay for Student Fees', and 'Pay for Optional Fees', each accompanied by a small icon.

- Enter your student's last name and student ID number. The student ID number can be found by logging into your Skyward Family Access account with your parent login and navigating to the "Student Info" tab. The student ID will be listed as "Other ID". Once the last name and student number are entered, select "ADD STUDENTS"

Add Students

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

Last Name *

Student or Family Number *

* indicates required field

ADD STUDENT(S)



[Parent3 Test](#) | [My Account](#) | [Contact Us](#) | [Exit](#)

- Home
- Online Registration
- Calendar
- Gradebook
- Attendance
- Student Info
- Busing
- Food Service
- Schedule
- Discipline

Student Information

Student Test
[Request Changes for Student](#)



Home: Quinn.eli@bristol.k12.wi.us
 Call: (715) 252-3741 (Parent Test)
 20121 83rd St
 BRISTOL, WI 53104

[View Student's Family](#)

Bristol School
 Principal: **JEFF TERRY**

Grade: 03 Status: Active (Full-time)

Gender: Female Age (Birthday): 8 (03/25/2010)
 Language: English Graduation Year: 2028

Other ID: 28123

 Cell: (815) 701-7411

Emergency Contacts	Primary Phone	Second Phone	Third Phone	Employer's Phone	Home Email
Parent2 Test (MOTHER)	(262) 111-1111				

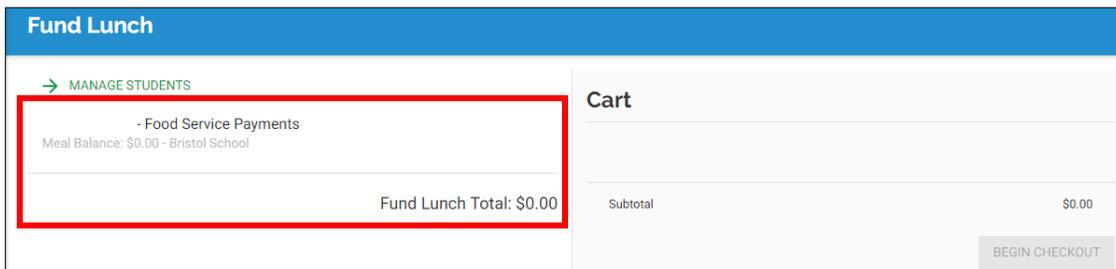
8. Select "Home" in the upper left corner to go back to the home screen.



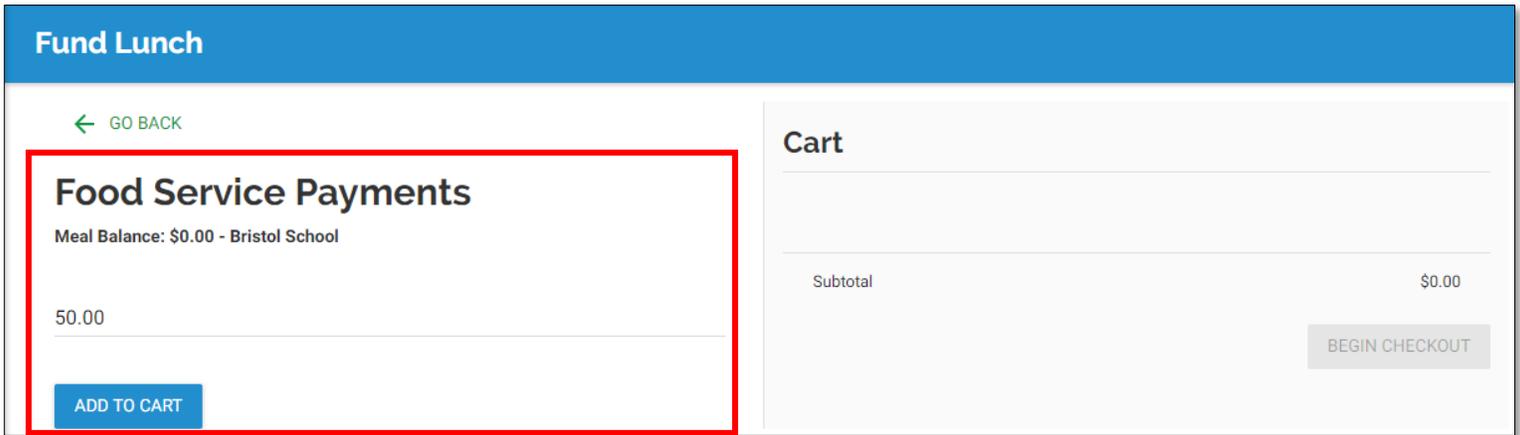
9. Once on the home screen, select which type of payment you would like to make: lunch account deposit, student fee, or optional fee.



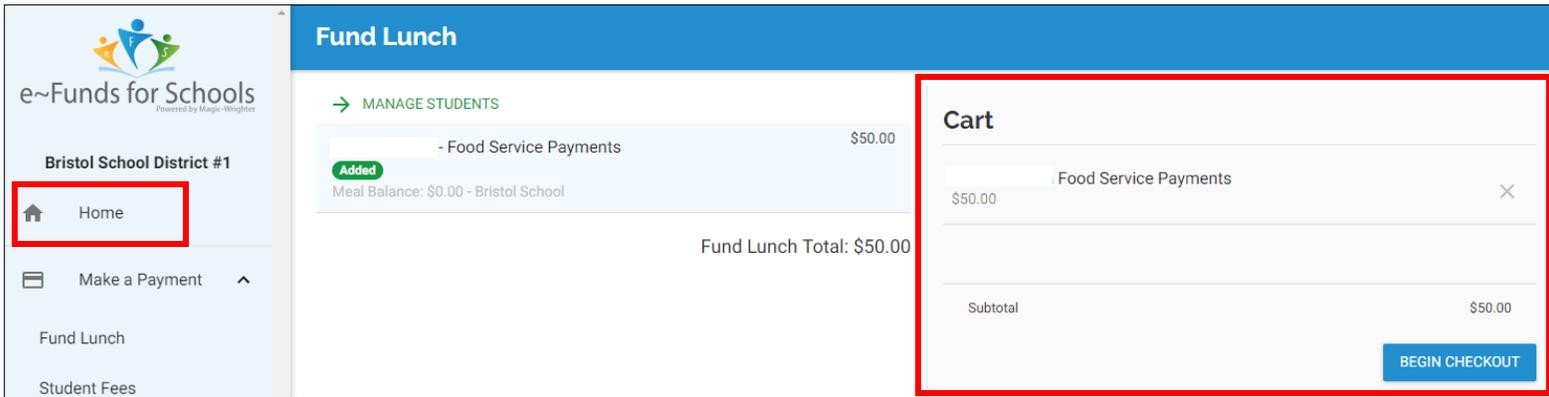
10. To make a lunch account deposit: select "Fund Lunch" and then select the student you would like to make a payment for.



11. Enter the amount you want to deposit and then select “ADD TO CART”



12. Select “BEGIN CHECKOUT” to process only the lunch payment, OR go back to the home page to add additional fees/payments.



13. To pay for required student fees: select “Pay for Student Fees” and then select a student.



14. Here all your assigned student fees will populate. If you do not see any fees listed, simply hit the refresh icon to refresh the student information. Select "ADD ALL FEES" to add all required fees to your cart for the selected student.

[→ BACK TO STUDENTS](#) **Refresh Icon!** 

6 Assign. Plan

6 Assign. Plan Due Date: 2018-10-01 | Amount Due: \$5.50 | Min: \$5.50

6 Folder

6 Folder Due Date: 2018-10-01 | Amount Due: \$1.25 | Min: \$1.25

6 Geometry Temp

6 Geometry Temp Due Date: 2018-10-01 | Amount Due: \$6.50 | Min: \$6.50

6 Registration

6 Registration Due Date: 2018-10-01 | Amount Due: \$20.00 | Min: \$20.00

Party Fee

Party Fee Due Date: 2018-10-01 | Amount Due: \$5.00 | Min: \$5.00

ADD ALL FEES **Student Fee Total: \$38.25**

15. Select “BEGIN CHECKOUT” to process selected payments OR return to the homepage to add optional fees.

Student Fees

→ [BACK TO STUDENTS](#)

6 Assign. Plan
6 Assign. Plan
Due Date: 2018-10-01 | Amount Due: \$5.50 | Min: \$5.50

6 Folder
6 Folder
Due Date: 2018-10-01 | Amount Due: \$1.25 | Min: \$1.25

6 Geometry Temp
6 Geometry Temp
Due Date: 2018-10-01 | Amount Due: \$6.50 | Min: \$6.50

6 Registration
6 Registration
Due Date: 2018-10-01 | Amount Due: \$20.00 | Min: \$20.00

Party Fee
Party Fee
Due Date: 2018-10-01 | Amount Due: \$5.00 | Min: \$5.00

Cart

\$50.00	Food Service Payments	×
\$20.00	6 Registration	×
\$5.00	Party Fee	×
\$5.50	6 Assign. Plan	×
\$1.25	6 Folder	×
\$6.50	6 Geometry Temp	×
Subtotal		\$88.25

ADD ALL FEES Student Fee Total: \$38.25

BEGIN CHECKOUT

16. To add option fees, select “Pay for Optional Fees” and select your student.

Welcome!

What would you like to do?

- Checkout**
Pay for 6 items for a total of \$88.25
- Fund Lunch**
1 account for \$50.00
- Pay for Student Fees**
5 fees for a total of \$38.25
- Pay for Optional Fees**

17. Next you will see a list of fees for each grade level. Select any items you would like to purchase for the appropriate grade level and then select to add each item to the cart.

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Bristol School

Break Milk: Full Year - 5K	School set at : \$40.00
Break Milk: Half Year - 5K	School set at : \$20.00
Calculator - 2nd Grade	School set at : \$5.00
Calculator - 3rd Grade	School set at : \$5.00
Calculator - 5th Grade	School set at : \$15.00
Calculator - 6th Grade	School set at : \$15.00
Calculator - 8th Grade	School set at : \$19.00
Gym Shirt - 6th Grade	School set at : \$6.00
Gym Shirt - 7th Grade	School set at : \$6.00

Optional Fees

[← GO BACK](#)

Calculator - 6th Grade

15.00

School set at: \$15.00

ADD TO CART

18. Once you have selected all the fees you would like to pay, select “BEGIN CHECKOUT”.

Student Fees

→ BACK TO STUDENTS

6 Assign. Plan
6 Assign. Plan | Due Date: 2018-10-01 | Amount Due: \$5.50 | Min: \$5.50

6 Folder
6 Folder | Due Date: 2018-10-01 | Amount Due: \$1.25 | Min: \$1.25

6 Geometry Temp
6 Geometry Temp | Due Date: 2018-10-01 | Amount Due: \$6.50 | Min: \$6.50

6 Registration
6 Registration | Due Date: 2018-10-01 | Amount Due: \$20.00 | Min: \$20.00

Party Fee
Party Fee | Due Date: 2018-10-01 | Amount Due: \$5.00 | Min: \$5.00

Cart

\$50.00	Food Service Payments	×
\$20.00	6 Registration	×
\$5.00	Party Fee	×
\$5.50	6 Assign. Plan	×
\$1.25	6 Folder	×
\$6.50	6 Geometry Temp	×
Subtotal		\$88.25

ADD ALL FEES Student Fee Total: \$38.25 **BEGIN CHECKOUT**

19. Review the information you selected and then click “PAY NOW” to submit your payment.

6 Assign. Plan	\$5.50	×
6 Folder	\$1.25	×
6 Geometry Temp	\$6.50	×
Subtotal	\$88.25	
Convenience Fee	\$1.00	
Total	\$89.25	

By clicking "Pay Now", I confirm the above listed payment is correct, agree to the convenience fee, and acknowledge that I have read and agree to the [terms of service](#) and [privacy policy](#).

PAY NOW