

# Welcome to EZSchoolPay.com, the easy, convenient and secure way to pay for school meals and other school fees.



(10)

Sign In Here

SIGN IN

Parents Register Now!

**REGISTER** 

Forgot?

Email

Password

Remember Me

Easy Simply register and you're ready to go. Already a member? Just sign in!

#### Convenient

Available anywhere, anytime you have a computer with internet access. Avoid lost checks and trips to school by paying online. We accept payments for school meals and other school fees (as determined by your child's school).

### Secure

We take extra caution to be sure your experience with EZSchoolPay is safe. Plus, we never sell, share, or trade our customers' private information.

# EZSP "HOW TO" FOR PARENTS

### Parents go to the website: http://ezschoolpay.com Parents Log-in using their Email and Password





Welcome to EZSchoolPay.com, the easy, convenient and secure way to pay for school meals and other school fees.



Simply register and you're ready to go. Already a member? Just sign in!

#### Convenient

Available anywhere, anytime you have a computer with internet access. Avoid lost checks and trips to school by paying online. We accept payments for school meals and other school fees (as determined by your child's school).



### Secure

We take extra caution to be sure your experience with EZSchoolPay is safe. Plus, we never sell, share, or trade our customers' private information.

### Parents start at the HOME screen.





### Home

#### Messages

Welcome back, Cinda Mullen (Parent User).

There are no messages.

Auto Logout in: 00:19:58

©2013 Harris School Solutions. EZSchoolPay is a trademark of Harris School Solutions.

FAQ Terms Of Use Privacy Policy Contact Us

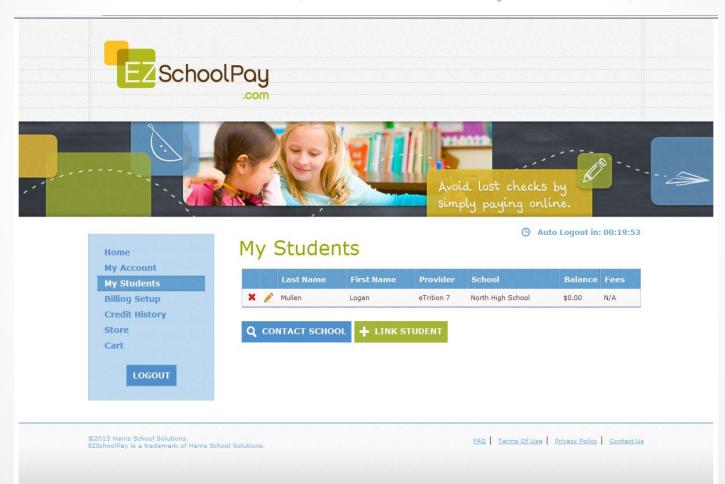
# Parents can click on MY ACCOUNT (from blue box on left) They can: UPDATE THEIR PERSONAL INFORMATION CHANGE SECURITY QUESTION CHANGE PASSWORD CLOSE MY ACCOUNT (terminates account)



My Students	First Name*	Last Name*	Email Address*	
Billing Setup	Cinda	Mullen	cr.mullen@insightb	b.com
Credit History	Phone Number*	Time Zone	Default District	
Store	(812) 476-1370	Central Time (US/Canada) 🔻	Evansville-Vandert	ourgh School Co Q
Cart	Addresses			
LOGOUT	Primary [	Description Add	ress	City
	🧪 🗹 н	Iome Address 2430	Swinging Way Ct.	Evansville
	+ ADD ADDRESS	E CHANGE SECURITY		CHANGE PASSWO
	🗙 CANCEL 💾	SAVE	×	CLOSE MY ACCOU

Auto Logout in: 00:19:51

Parents can click on MY STUDENTS (from blue box on left) They can click on: <u>PENCIL GRAPHIC</u> (takes to student screen) CONTACT SCHOOL (send Manager and e-mail) LINK STUDENT (link another student to parents account)

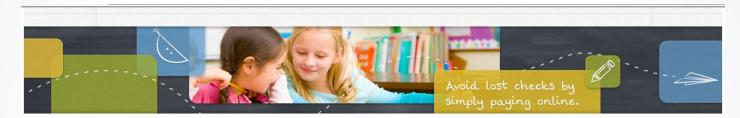


# From MY STUDENTS (blue box on left) Parents can input their LOW BALANCE EMAIL REMINDER CLICK ON BOX TO SEND REMINDERS and Parents can VIEW TRANSACTIONS



G Auto Logout in: 00:19:55 My Students Home **My Account** John Doe **My Students** First Name Last Name **Billing Setup** Active? **Credit History** Store Student Number Student PIN Cart School / District LOGOUT North High School / Evansville-Vanderburgh School Co Provider Low Balance Email Reminder Level -0.01 Send Reminders Fees Owed Balances Pend Share Billed Owed Pend No Fees Owed Meal Account \$0.00 \$0.00 No X CANCEL **WIEW TRANSACTIONS** Current as of 4/25/2013 11:20 AM ©2013 Harris School Solutions. FAQ Terms Of Use Privacy Policy Contact Us EZSchoolPay is a trademark of Harris School Solutions.

# From MY STUDENTS (blue box on left) See transaction history below.



### Home My Account My Students Billing Setup Credit History Store Cart LOGOUT

### My Students

eTrition 7 30-0	day T	ransaction Histor	y for	John Doe	11	) #3	1
Account Type		History For		Sort Order		-	
Meal Account	-	This Student Only	~	Newest First	-	Q RE	FRESH

### 🗲 BACK 🍯 ABOUT TRANSACTION HISTORY

Served	Processed	Description	Sale	Cash	Credit	Debit	Balance	
04/24/2013 Wednesday	04/24/2013 12:23:26 PM	Lunch Service 1 Lunch Meal @ 2.00 1 Hot Pocket @ 1.50	\$3.50	\$3.50			\$0.00	1
04/22/2013 Monday	04/22/2013 12:21:53 PM	Lunch Service 1 Lunch Meal @ 2.00 1 Nachos 2.5oz @ 1.50	\$3.50	\$3.50			\$0.00	
04/18/2013 Thursday	04/18/2013 11:44:47 AM	Lunch Service 1 Lunch Meal @ 2.00	\$2.00	\$2.00			\$0.00	
04/16/2013 Tuesday	04/16/2013 11:52:43 AM	Lunch Service 1 Lunch Meal @ 2.00 1 2nd Lunch @ 2.50	\$4.50	\$4.50			\$0.00	
04/ <mark>1</mark> 5/2013 Monday	04/15/2013 12:22:30 PM	Lunch Service 2 Brd Stck/Pep Bosc @ 1.00 1 Lunch Meal @ 2.00	\$4.00	\$4.00			\$0.00	
	04/11/2013 11:50:36 AM	Lunch Service 1 Lunch Meal @ 2.00 1 Nachos 2.5oz @ 1.50 Payment On Acct of \$5.50	\$3.50	\$3.50	\$2.00		\$0.00	
04/10/2012	04/10/2012	Lunch Service						1

FAQ Terms Of Use Privacy Policy Contact Us

Auto Logout in: 00:19:56

Parents can click on MY STUDENTS (from blue box on left) They can click on: PENCIL GRAPHIC (takes to student screen) <u>CONTACT SCHOOL</u> (send Manager and e-mail) LINK STUDENT (link another student to parents account)



Parents can click on MY STUDENTS (from blue box on left) They can click on: CONTACT SCHOOL (send Manager and e-mail) From this screen Parents must click on the CLIPBOARD





### School Search

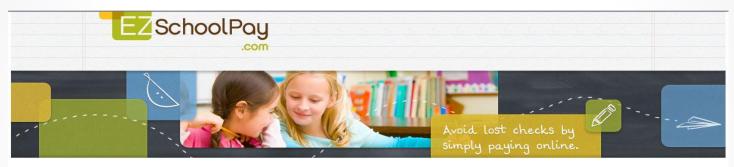
Contact information and an online email form can be found by either (A) selecting from among schools where your students are already linked (click the notepad beside the school name in the

list), or (B) using the school search to locate an unlisted school (click the magnifying glass below the school list).

Evansville-Vanderburgh School Co	Evansville	IN	* *

©2013 Harris School Solutions. EZSchoolPay is a trademark of Harris School Solutions.

### Parents can click on MY STUDENTS (from blue box on left) Parents can type their Question for the Manager of the School and SEND EMAIL



( Auto Logout in: 00:19:51

House, Karen d Email to the Selected Contact Us r First Name* Your Last Name*	(812) 435-8291	Evansville
u	ur Question, Comment, Problem, or Sug	ur Question, Comment, Problem, or Suggestion*

Parents can click on MY STUDENTS (from blue box on left) They can click on: PENCIL GRAPHIC (takes to student screen) CONTACT SCHOOL (send Manager and e-mail) <u>LINK STUDENT (</u>link another student to parents account)



### Parents can click on MY STUDENTS (from blue box on left) Parents must enter Last Name and Student Patron ID#. If parents are unsuccessful, student might have hyphenated name or ", II", etc. It has to be exactly like Etrition has it.

### And SAVE

EZ SchoolPay	
Avoid lost checks by simply paying online.	

Home My Account	My Stud	ents	G Auto Logout in: 00:19:58
My Students Billing Setup Credit History Store Cart	Last Name*	Student Number*	District* Evansville-Vanderburgh School C
LOGOUT			
©2013 Harris School Solutions. EZSchoolPay is a trademark of Harris Scho	ool Solutions.		FAQ   Terms Of Use   Privacy Policy   Contact Us

### Parents can click on BILLING SETUP (from blue box on left) They can click on: ADD CREDIT CARD

\*This is only if Parents want EZSP to SAVE their credit card information so they don't have to enter it every time they add money to the account.



### Parents can click on BILLING SETUP (from blue box on left)

\*This is only if Parents want EZSP to SAVE their credit card information so they don't have to enter it every time they add money to the account.

Parents DO NOT have to do this step to add money to their students account(s).

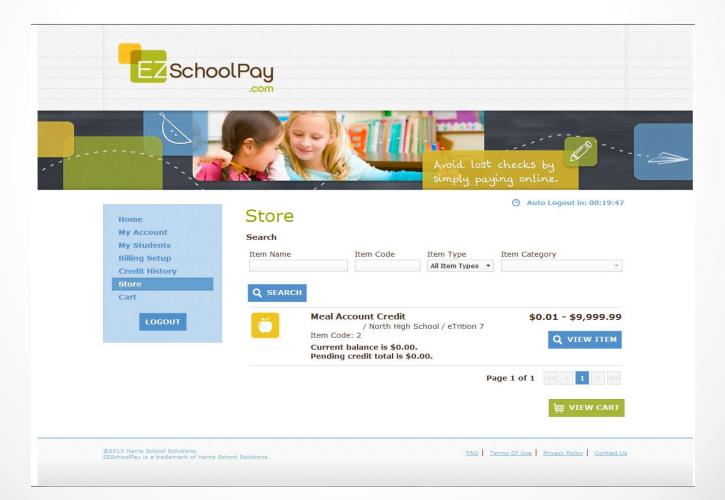


My Students	New Card	
Billing Setup Credit History		Primary
Store	Billing Address*	
Cart	Home Address	+ ADD ADDRESS Q EDIT ADDRESS
LOGOUT	Name On Card*	
	Payment Type*	Card Number* Expiration Month/Year* CVV*
	Visa	•
	X CANCEL	SAVE

# Parents can click on CREDIT HISTORY (from blue box on left) They can click on: RANGE Then SEARCH

EZ Schoo	olPay .com					
		Littlip 5	d lost ch bly payin	recks by g online		
Home My Account My Students Billing Setup Credit History Store	Credit Histor Range* Credit ID 1 week • Q SEARCH	<b>y</b> Unposted Only	☑ Include De		ogout in: 00:19:56.	
Cart	Credit ID Cre	edit Time	Amount	Fee	Status	
©2013 Harris School Solutions. EZSchoolPay is a trademark of Harris Sc	hool Solutions.		EAQ Terms	Of Use Pri	vacy Policy   Contact Us	

## Parents can click on STORE (from blue box on left) They can click on: yellow APPLE icon



Parents can click on STORE (from blue box on left) Then Select the Student, enter the Amount of \$ and the Quantity Press ADD TO CART



My Account						
My Students	č	Meal Account C Item Code: 2	redit			
Billing Setup		Current balance i	e ¢0 00			
Credit History		Pending credit to		00.		
Store		Student*		Amount*	QTY*	
Cart			*	25.00	1	
LOGOUT						
	X CAN	CEL 📜 ADD 1	O CART			

©2013 Harris School Solutions. EZSchoolPay is a trademark of Harris School Solutions.

FAQ Terms Of Use Privacy Policy Contact Us

# Parents can click on STORE (from blue box on left) THIS TAKES YOU TO THE CART (from blue box on left) Parents will then click on PROCEED TO CHECKOUT



Home My Account My Students Billing Setup	Shopping Cart Your Pending Purchases Meal Account Credit (\$25.00) was added to your cart		
Credit History	Description	Qty	Amount
Store Cart \$25.00 (1 Item)	Meal Account Credit     Item Code: 2     North High School / eTrition 7	1	\$25.00
LOGOUT		Subtotal:	\$25.00
	🗶 CLEAR CART 🛛 🔚 CONTINUE SHOPPING	-> PROCEED TO C	1000

©2013 Harris School Solutions. EZSchoolPay is a trademark of Harris School Solutions. FAQ Terms Of Use Privacy Policy Contact Us

### CHECKOUT

# From here Parents can enter their credit card information. If they saved their credit card information in the Billing Setup, it will automatically appear here. Parents must SUBMIT ORDER

