

## Welcome to the NEW







Current Meal Balance and Transaction History information can be reviewed by clicking on these tabs for each child.

01

Meal Balance & Transaction History



If your student has unpaid School Fees, this tab will be displayed in RED.

02 Student Fees



Activity Fees are often elective items like Field Trips, Prom tickets, etc. Clicking on this tab will display items available for purchase at your students building.

03
Activity Fees



After you have placed all items that you wish to pay in your basket, click the Checkout link to proceed with payment.

**Q4**EZpay Simple Checkout





Select the **School Fees** you wish to pay, and click **Add to Cart**.



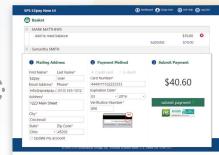


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After selecting the item you wish to purchase, you may be asked to provide some additional information about the item you are buying.

For your security, EZpay never retains credit card details. Simply input the card information that you wish to use and click **Submit Payment**.

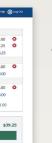
4



## **Available Features**

are determined by your school district.



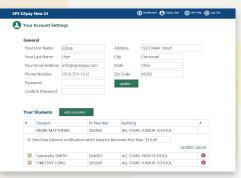


You are always shown the contents of your basket prior to completing payment. You can remove items by clicking on the **Red X** next to that item.

You can update your information, add or remove students. change your password, and review your payment history all by clicking on **your name** at the top of the screen.

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Your Innal Address Info@ipperpay.com   State	Your First Name	EZpay		Address	1223 Main Str	eet	
Phone Number   013) 555-1212   Zp Code	Your Last Name	User		City	Cincinnati		
Password	Your Email Addr	ess info@sps	ezpay.com	State	Ohio		
Confine Password	Phone Number	(513) 555	-1212	Zip Code	45202		
				update >			
MARK MATTHEWS 302484 ALL STARS JUNIOR SCHOOL  Samentha SMITH 204003 ALL STARS HIGH SCHOOL	Confirm Passwo	rd					
Samantha SMITH 204003 ALL STARS HIGH SCHOOL	Your Students						
	Your Students	add a stu	ID Number				
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If your district has asked us to send you low lunch reminders, you can opt in/opt out, or change the trigger amount by clicking on the Edit Icon next to your students name.

Still need Help? Click the **Get Help** link at the top of the page to Contact Us, Review frequently asked questions, or download this user guide.





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SPS EZpay™ gives administrators improved auditing capabilities, allows staff to stay on task, provides parents access and control, and frees students from the responsibility of handling money.

**If you are a first time user**, please use the EZpay link on your district website to be directed to your district account creation page.