

Making Food Service Online Payment in Student Access

Summary

You can conveniently make online payments to your student(s) food service accounts using the online payment system. Payments are secure and are typically processed quickly, making it easy to manage meal account balances.

Body

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Overview

Once you are set up as a parent/guardian for each of your children for Family Access you can make online payments as necessary. When you click the option to make a payment, the system redirects you to a third-party website where you can make a payment.

Instructions

Before you can make online payments, you must be set up in Skyward Student / Family Access. You must select the tile under a specific child's name. If you wish to select a different student's information, you can do so by selecting that student's name at the top left of the screen. When you select Submit Online Payment, Family Access redirects you to a secure third-party website to complete your payment. (RevTrak)

Note: Skyward does not have access to your payment information. Sign in to the software using your assigned username and password.

- The Family Access home page displays, where you can select tiles to access different areas of the software.
- Click the Food Service tile or Fees & Fee Payments tile.
- On the Food Service screen, verify that the correct school and school year are displayed.
- Click Submit Online Payment in the upper-right corner of the page.
- A secure third-party payment website opens in a new browser tab.
- Complete your payment on the third-party website by following the on-screen instructions.
 - Because this is a third party vendor it is the username and password you have set up with the company not what you use for Skyward

After you complete your transaction, your online payment is submitted successfully.

Additional Resources

- For further questions and details you can call Nutrition Services (801) 826-5381