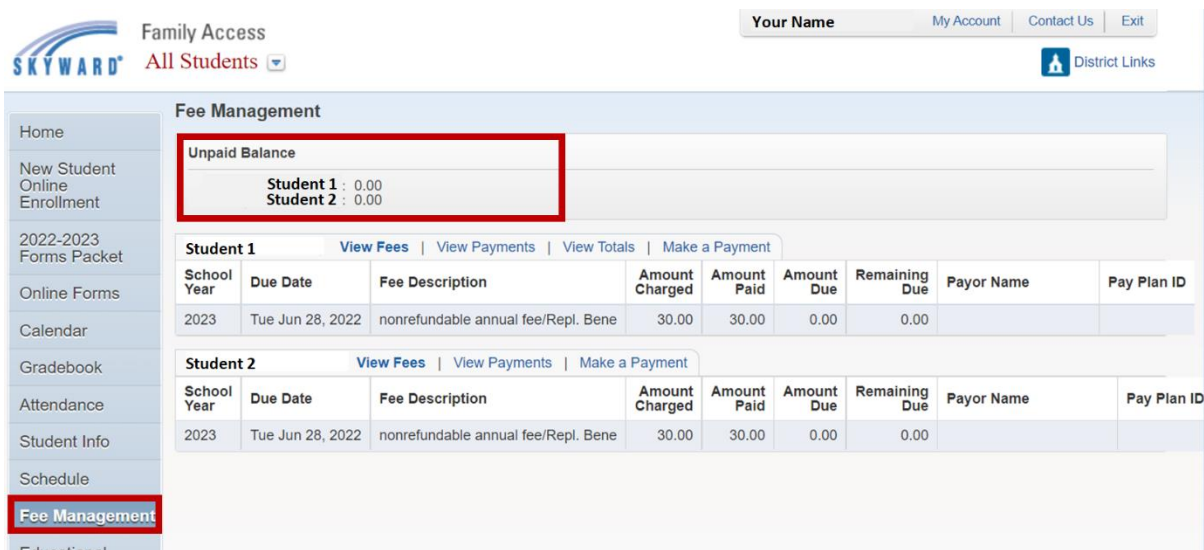


## Fee Management & Online Payments

On the Fee Management screen, you can now review all outstanding fees for your student. Click the **Make a Payment link** if you wish to pay online for these fees using a credit card. If you do not see a fee you are expecting to pay, please contact your student's school for more information.

Select the **Fee Management** tab from the left-hand menu. Any outstanding balance(s) for your student(s) will be displayed within the **Unpaid Balance** section at the top of the screen.



Family Access Your Name | My Account | Contact Us | Exit

All Students District Links

**Fee Management**

**Unpaid Balance**

Student 1 : 0.00  
Student 2 : 0.00

**Student 1** | View Fees | View Payments | View Totals | Make a Payment

School Year	Due Date	Fee Description	Amount Charged	Amount Paid	Amount Due	Remaining Due	Payor Name	Pay Plan ID
2023	Tue Jun 28, 2022	nonrefundable annual fee/Repl. Bene	30.00	30.00	0.00	0.00		

**Student 2** | View Fees | View Payments | Make a Payment

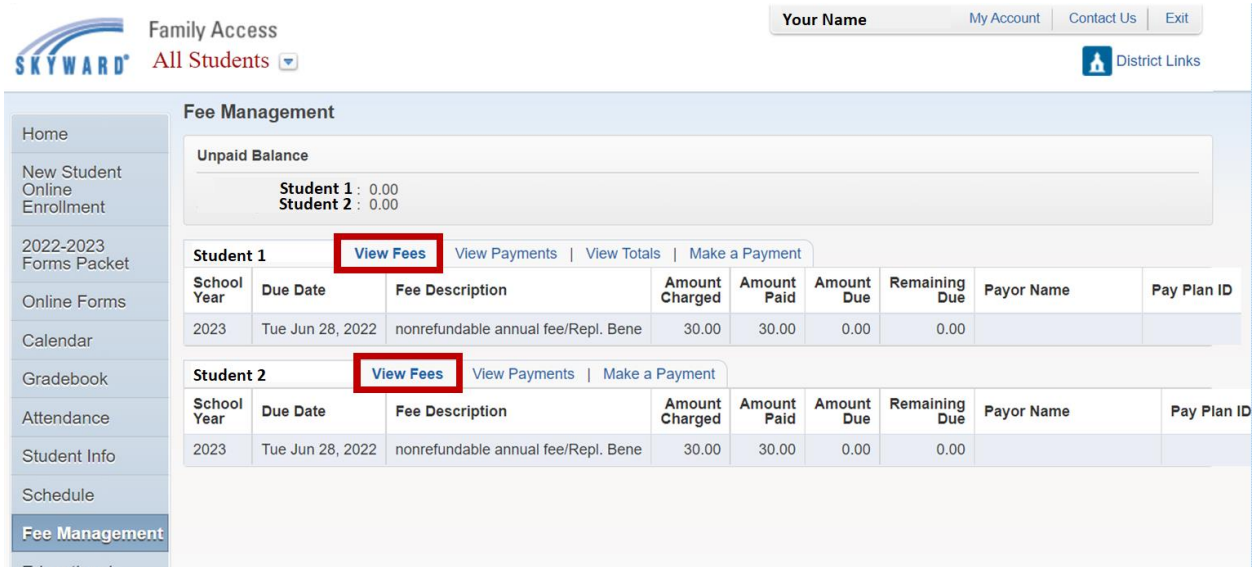
School Year	Due Date	Fee Description	Amount Charged	Amount Paid	Amount Due	Remaining Due	Payor Name	Pay Plan ID
2023	Tue Jun 28, 2022	nonrefundable annual fee/Repl. Bene	30.00	30.00	0.00	0.00		

Home | New Student Online Enrollment | 2022-2023 Forms Packet | Online Forms | Calendar | Gradebook | Attendance | Student Info | Schedule | **Fee Management** | Educational

Each student's name has a list of action options for you to choose, including:

- View Fees
- View Payments
- View Totals
- Make a Payment

- **View Fees:** displays the fees accrued during the current school year for the corresponding student
  - This is the default view for the Fee Management screen.



Family Access | Your Name | My Account | Contact Us | Exit | District Links

SKYWARD All Students

### Fee Management

Unpaid Balance  
Student 1 : 0.00  
Student 2 : 0.00

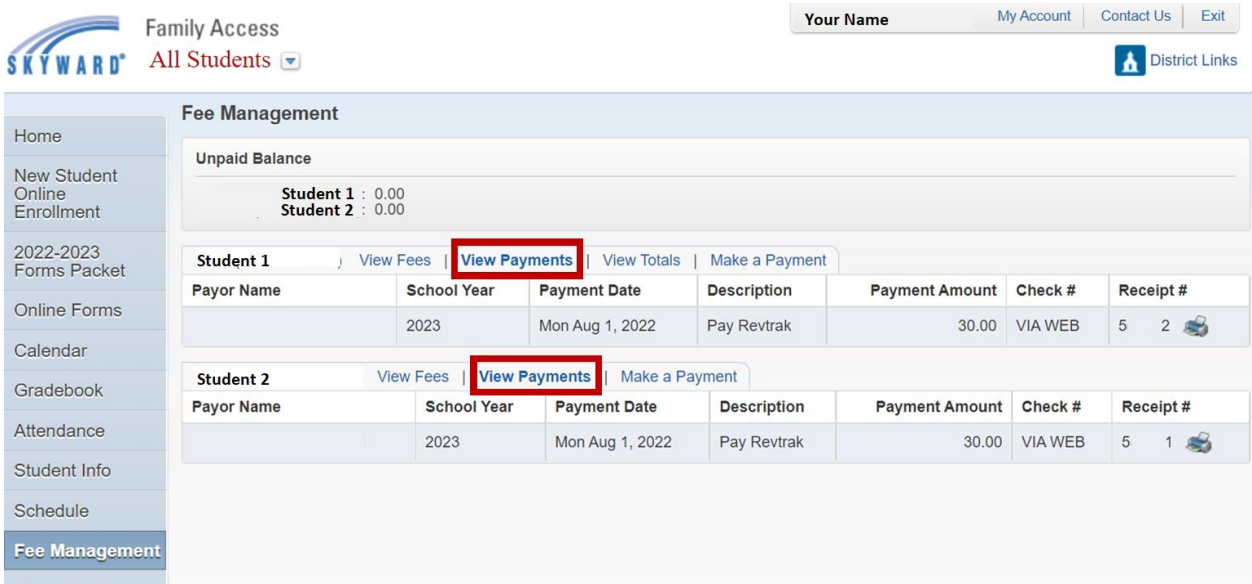
Student 1 | **View Fees** | View Payments | View Totals | Make a Payment

School Year	Due Date	Fee Description	Amount Charged	Amount Paid	Amount Due	Remaining Due	Payor Name	Pay Plan ID
2023	Tue Jun 28, 2022	nonrefundable annual fee/Repl. Bene	30.00	30.00	0.00	0.00		

Student 2 | **View Fees** | View Payments | Make a Payment

School Year	Due Date	Fee Description	Amount Charged	Amount Paid	Amount Due	Remaining Due	Payor Name	Pay Plan ID
2023	Tue Jun 28, 2022	nonrefundable annual fee/Repl. Bene	30.00	30.00	0.00	0.00		

- **View Payments:** toggles the view to display the payments made by or on behalf of the student during the current school year
  - This option is especially helpful if you would like to see a description (payment method), check number (if applicable) or receipt number for any payment made.




Family Access | Your Name | My Account | Contact Us | Exit | District Links

SKYWARD All Students


### Fee Management

Unpaid Balance  
Student 1 : 0.00  
Student 2 : 0.00

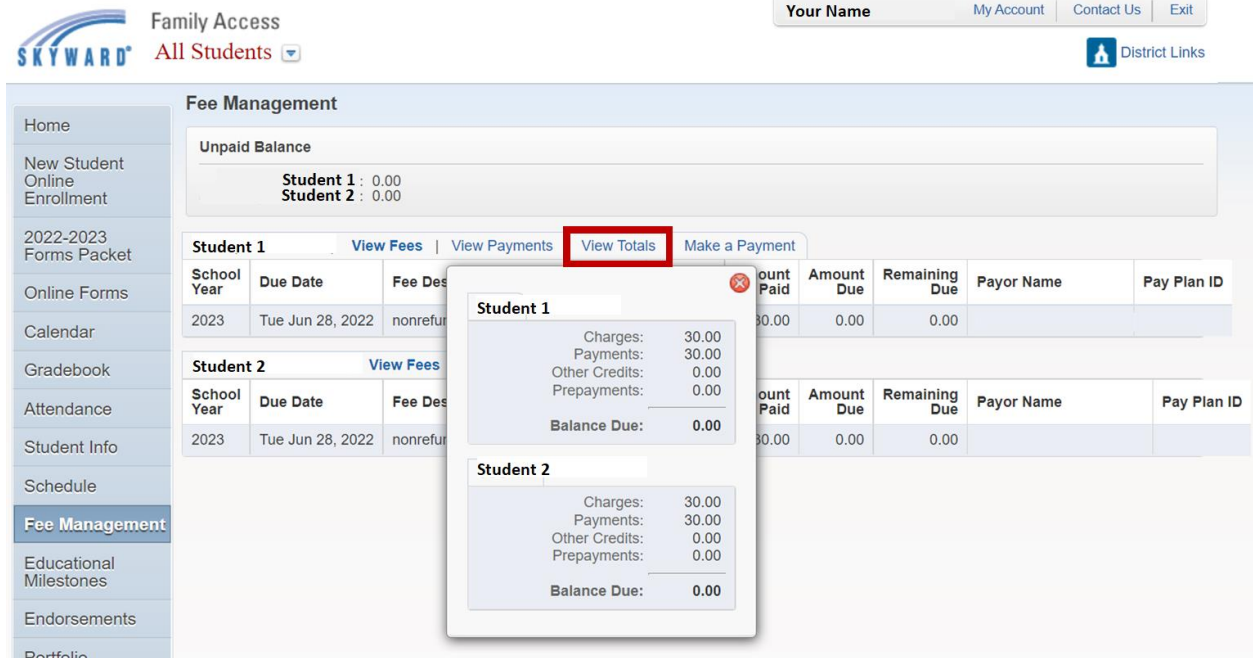
Student 1 | View Fees | **View Payments** | View Totals | Make a Payment

Payor Name	School Year	Payment Date	Description	Payment Amount	Check #	Receipt #
	2023	Mon Aug 1, 2022	Pay Revtrak	30.00	VIA WEB	5 2 

Student 2 | View Fees | **View Payments** | Make a Payment

Payor Name	School Year	Payment Date	Description	Payment Amount	Check #	Receipt #
	2023	Mon Aug 1, 2022	Pay Revtrak	30.00	VIA WEB	5 1 

- **View Totals:** displays summary of all charges, payments, other credits, prepayments and balance due for all your students
  - If you have multiple students displayed on the Fee Management screen, this option will only be listed alongside the topmost student's name.



Family Access | Your Name | My Account | Contact Us | Exit | District Links

SKYWARD All Students

**Fee Management**

Unpaid Balance  
Student 1 : 0.00  
Student 2 : 0.00

Student 1 | View Fees | View Payments | **View Totals** | Make a Payment

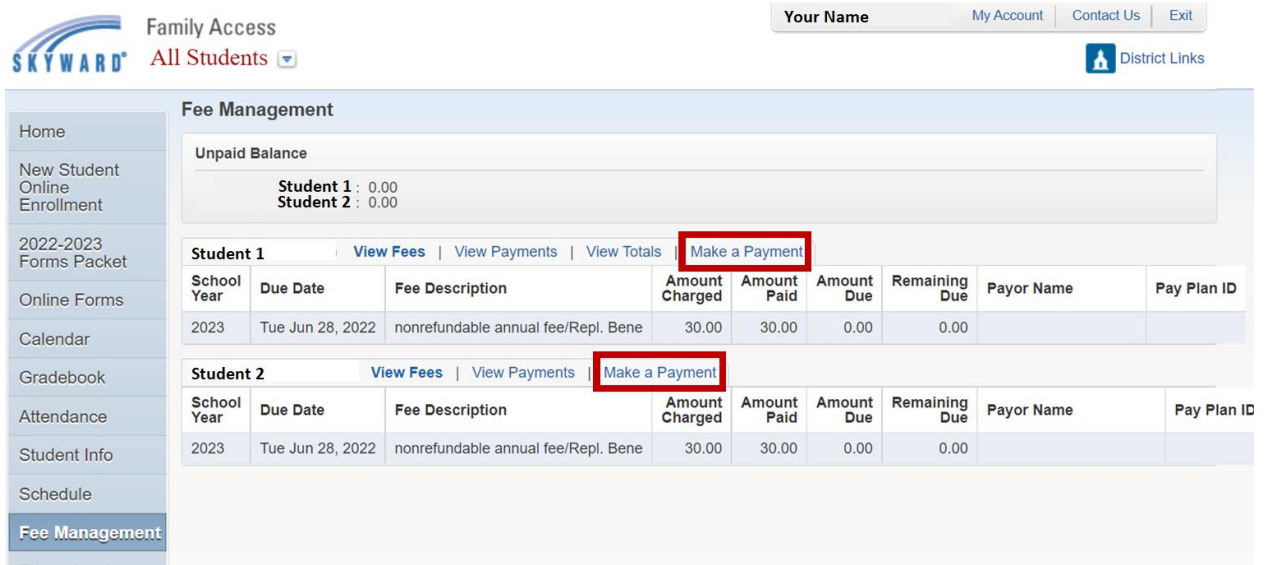
School Year	Due Date	Fee Description	Amount Charged	Amount Paid	Amount Due	Remaining Due	Payor Name	Pay Plan ID
2023	Tue Jun 28, 2022	nonrefundable annual fee/Repl. Bene	30.00	30.00	0.00	0.00		

Student 2 | View Fees

Student 1 Summary:  
Charges: 30.00  
Payments: 30.00  
Other Credits: 0.00  
Prepayments: 0.00  
Balance Due: 0.00

Student 2 Summary:  
Charges: 30.00  
Payments: 30.00  
Other Credits: 0.00  
Prepayments: 0.00  
Balance Due: 0.00

- **Make a Payment:** allows you to pay for it online if there are any unpaid balances
  - You will be leaving the Waller ISD Family Access site, and be redirected to the Waller ISD RevTrak webstore.



Family Access | Your Name | My Account | Contact Us | Exit | District Links

SKYWARD All Students

**Fee Management**

Unpaid Balance  
Student 1 : 0.00  
Student 2 : 0.00

Student 1 | View Fees | View Payments | View Totals | **Make a Payment**

School Year	Due Date	Fee Description	Amount Charged	Amount Paid	Amount Due	Remaining Due	Payor Name	Pay Plan ID
2023	Tue Jun 28, 2022	nonrefundable annual fee/Repl. Bene	30.00	30.00	0.00	0.00		

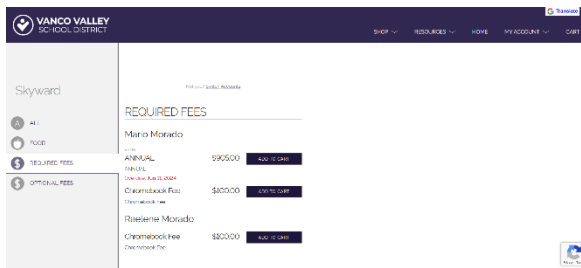
Student 2 | View Fees | View Payments | **Make a Payment**

## Log In or Create an Account



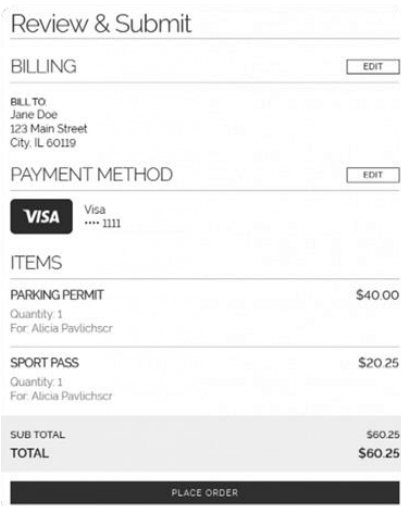
- Create your RevTrak account -or- login.
- Existing Webstore customers must provide the **email** and **password** used to make payments in previous visits.
- If you do not have a Webstore account, click **Create New Account**. Your account will track all purchases associated with your email and expedite checkout.

## Add Student Fee payments to cart



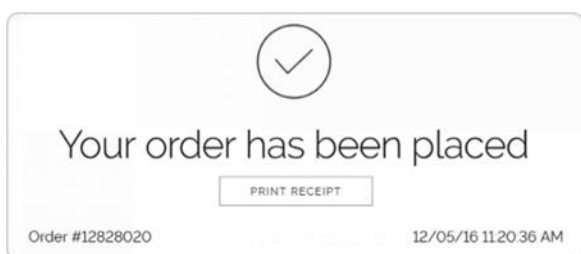
- Click on **“All Fees”** to view account balances for Required and Optional Fees. Click add to cart.
- Click **“Add to Cart”** on each fee you wish to pay.

## Review & Verify Cart



- Enter your payment method and place your order.
- After your transaction is processed, you will receive an email confirmation and your student’s Skyward account will be updated.

## View & Print Receipt



- Print or save your receipt as a PDF.
- All receipts are kept on record under your Webstore account. To ensure all purchases can easily be tracked, use the same login credentials for each Webstore order.