



# Cheney USD 268

## ONLINE PAYMENTS NOW AVAILABLE!

Cheney USD 268 will be providing parents a **secure, easy and convenient** online way to pay fees. Parents may pay with VISA or MasterCard credit or debit cards for these items. The web store accepts payments over the Internet 24/7. For online payments, a \$2.50 convenience fee will be charged for lunches. Other fees have the fee added to the base fee. These charges are to offset the costs charged by the credit card companies for online payment services. Payments must be received by 9:00 a.m. to be updated that day.

### Pay the Following Fees Online:

- Food Service
- Class Fees
- Yearbooks
- Rental fees

### Account Setup

If you have already set up your PowerSchool account, you need to know your PowerSchool Parent/Guardian Access Password - the password you used to link students to your account. (This is NOT the password that you use to log in to your PowerSchool account.). If you do not remember this password or have not set up your PowerSchool account, call the building secretary and request the PowerSchool Parent/Guardian Access Password.

### To make an online payment follow these simple steps:

1. Visit the district website at <http://www.cheney268.com/> and click on the **Online Payment** link located on the right or go directly to <http://cheney268.revtrak.net/>
2. Make payment using a VISA and MasterCard debit or credit card

A payment receipt will be emailed to the address supplied when setting up the web store account. To view/print previous online payments or to update login information, please click on **My Account**.



Please see reverse side for detailed online payment instructions.

## Payment Instructions for Cheney USD 268's Web Store

- Visit school website at <http://www.cheney268.com> and click on the **Online Payment** link on the right. You can also go directly to the Online Store by going to <http://cheney268.revtrak.net/>
- Select the appropriate school
- Select **Food Service** or **Payments**
- Enter student's **Last Name** and **Web Password**
- Click **Buy Now**

**Product Details:** (sku:elem food \$25)  
 Price: \$25.00 (per Item)  
 To purchase, click "Buy Now" at the bottom of this page.

Last Name   
 PowerSchool Web Password

**Note:** A single \$2.50 convenience fee will be applied at checkout.

[Check Balance \(P\)](#)   
 [Buy Now \(+\)](#)   
 [View Cart \(V\)](#)

You can also check the account balance and view the contents of the cart from this screen.

To make a payment for another fee, click **Continue Shopping** and then select additional fee type and fees

When all fees are in shopping cart, click **Go to Checkout**

If you have not yet set up an account, select **I am a new customer**, enter your email address and select **Sign in using our secure server**. Enter your **Billing Info** and create a password under **Account Info**. Select **Continue**.

### OR

If you have already set up your account, select **I am a returning customer** and enter your email address and password. Then click **Sign in using our secure server**. **NOTE: You only need one account per family.**

Click **Verify My Info**

Enter your credit card number and expiration date.

Verify information for accuracy and select **Complete Order**.

Step 1: ViewCart Step 2: Order Info Step 3: Payment Step 4: Receipt

Shopping cart contents:	Price	Qty	Total
Food Service Payment \$25 Student: Kaley Aadel (PowerSchool Student ID: 1696)	\$25.00	1	\$25.00
<b>Total:</b> \$25.00			
<b>Convenience Fee:</b> \$2.50			
<b>Order Total:</b> \$27.50			

RETURN TO CART

**BILLING INFO:**

\* First Name:       \* Last Name:   
 \* Address 1:       Address 2:   
 \* City or Province:       \* State / Country:  /   
 \* Zip Code:       \* Telephone:

**ACCOUNT INFO:**

\* Email Address:       \* Password:  [See Hints](#)  
 john\_anderson@demo.com      \* Please re-enter password:

\*Required field      [Continue >](#)

Your payment will be processed and the receipt can be viewed and printed. An emailed receipt will be sent to the email address provided during account set up

**Logout**

**Your Shopping Cart**

Create an account with us, and make reordering a snap!

Enter your email address:

I am a new customer  
 (You'll create a password later)

I am a returning customer  
 and my password is

[Sign in using our secure server >](#)  
 Forgot your password? [Click here.](#)

Step 1: ViewCart Step 2: Order Info Step 3: Payment Step 4: Receipt

Shopping cart contents:	Price	Qty	Total
Baseball Notes: xxxxxx 1st participant?: 2-4 grade 2nd participant part 2: 2-4	\$90.00	1	\$90.00
<b>Total:</b> \$90.00			
<b>Order Total:</b> \$90.00			

RETURN TO CART

**BILLING INFO:**

\* First Name:       \* Last Name:   
 \* Address 1:       Address 2:   
 \* City or Province:       \* State / Country:  /   
 \* Zip Code:       \* Telephone:

**ACCOUNT INFO:**

\* Email Address:       \* Password:  [See Hints](#)  
 john\_anderson@demo.com      \* Please re-enter password:

\*Required field      [Continue >](#)

**Cheney USD 268**

THANK YOU FOR YOUR ORDER! Please SAVE and/or PRINT this page for your records.

7/21/2010 10:30:17 AM      ORDER ID: 10895001

BILL TO	SHIP TO
Cheney, KS 67025	Cheney, KS 67025

SKU	Product	Status	Carrier	Tracking #	Price	Qty
ms food \$25	Food Service Payment \$25 Student	Completed	Digital		\$25.00	1
<b>Sub-Total:</b> \$25.00						1
<b>Convenience Fee:</b>						
<b>Grand Total:</b>						

**PAYMENT INFO**

TYPE: Visa

NAME ON CARD:

CARD NUMBER:

To continue shopping, please click here.  
 To logout, please click here.

### Web Store Links for Additional Information:

- **Contact Us:** Request additional information or questions about a payment
- **My Account:** To look up previous transactions and change address or password information
- **Password Reminder:** To send an email requesting a forgotten password

- Services**
- \*Home
  - Contact Us
  - Frequently Asked Questions
  - My Account
  - Password Reminder
  - Policies
  - Privacy Policy
  - Products