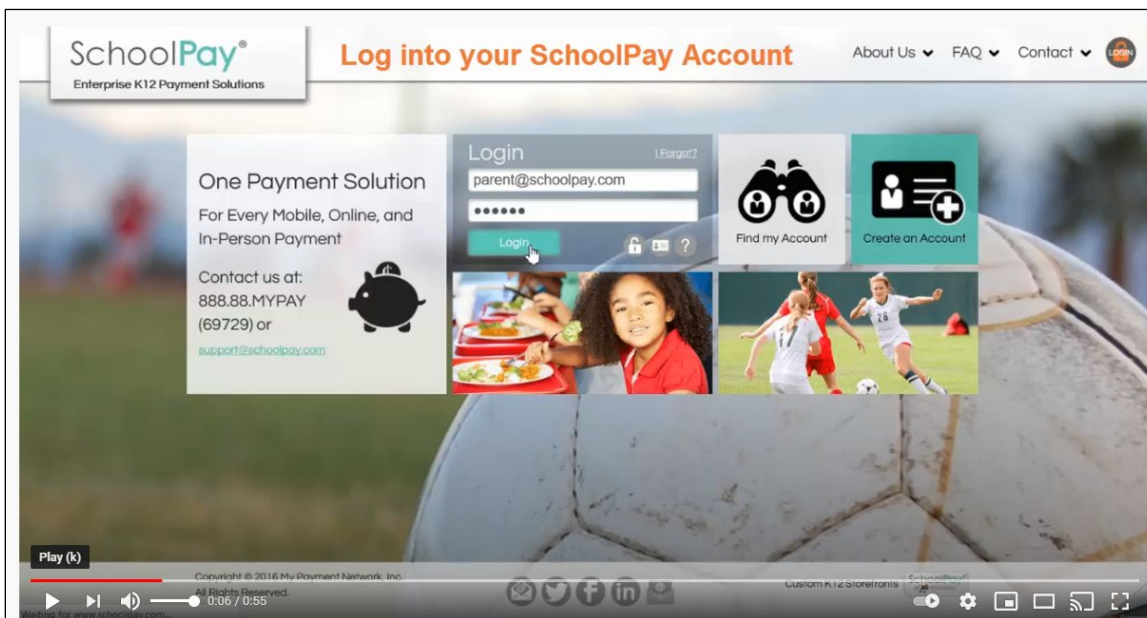


ADDING A CHILD TO YOUR ACCOUNT


1. Sign in to your [SchoolPay](#) account
2. **Click on your first initial** (top right corner of the screen)
3. Select **Profile Management** (drop down menu on right)
4. Then select **Student Management** (drop down menu on left)
5. Finally, select **Add New Student**
6. Choose **Pelican Rapids School District 548**
7. Select **School Name** if adding student (or select **Pelican Rapids Staff** if you are registering yourself)
8. Enter **student first and last name** (this field is used for staff as well)
9. Repeat for each child

Questions: ASK@VIKES.US or call Becky at 218-863-5910 x4250 (Tues-Fri).



SchoolPay[®]
Payment Center

Select Student Management

History ▾ Payments ▾ 

Profile

Billing Address

Password

Student Management

Payment Info

Billing Address

Nancy

Jones

Madison

Wisconsin ▾

parent@schoolpay.com

53703

United States ▾

parent@schoolpay.com

Preferred Contact Number
(888) 886 9729

100 S. Baldwin St.

Street Address Line 2

Save

Disable my account.
Are you sure?


◀ ▶ It's National School Lunch Week! Make sure your student has enough \$\$ in the ▶

About ▾ Products ▾ 888.88.MYPAY support@schoolpay.com

Play (k) 0:21 / 0:55 © 2016 SchoolPay. All Rights Reserved

SchoolPay[®]
Payment Center

Select Profile Management

History ▾ Payments ▾ 

Payments

School Payments

Food Services

Parent Groups

Welcome, Nancy Jones

Home Page

Profile Mgmt

Log Out

School Payments

2016-2017 Athletic Participation Fees

Please select all fees you would like to pay for your student(s). Questions can be

[View More ▾](#) [Full Item](#)

2016-2017 Senior Dues

2016-2017 Senior Dues

[View More ▾](#) [Add to Cart](#)

\$100.00

Drama Club Play: "The Sound of Music"

The Washington HS Drama Club invites you to attend their rendition of the timeless

[View More ▾](#) [Add to Cart](#)


\$10.00

Rushmore School District Registration Fees




Select the appropriate school fees to pay for your student(s) registration fees for the

[View More ▾](#) [Full Item](#) [View Items](#)

Play (k) 0:15 / 0:55

SchoolPay®
Payment Center

Click +Add New Student

History ▾ Payments ▾   

Profile

Billing Address

Password

Student Management






Payment Info

Student Management

Molly Jones
School Name: Washington High School
Student's ID: 102000 | Teacher Name: Ms. Clawson | Grade: 12

Chris Jones
School Name: Lincoln Middle
Student's ID: 202000 | Teacher Name: Mr. Davidson | Grade: 8

+ Add New Student






It's National School Lunch Week! Make sure your student has enough \$\$ in their lunch account by     


About ▾ Products ▾ 888.88.MYPAY support@schoolpay.com

Play (k)




0:26 / 0:55

© 2016 SchoolPay. All Rights Reserved

SchoolPay®
Payment Center

Enter your student's information

History ▾ Payments ▾   

Profile

Billing Address

Password

Student Management






Payment Info

Add Student

Select your student's school type:

Public School Charter School Independent School






Please type the name of your school district:

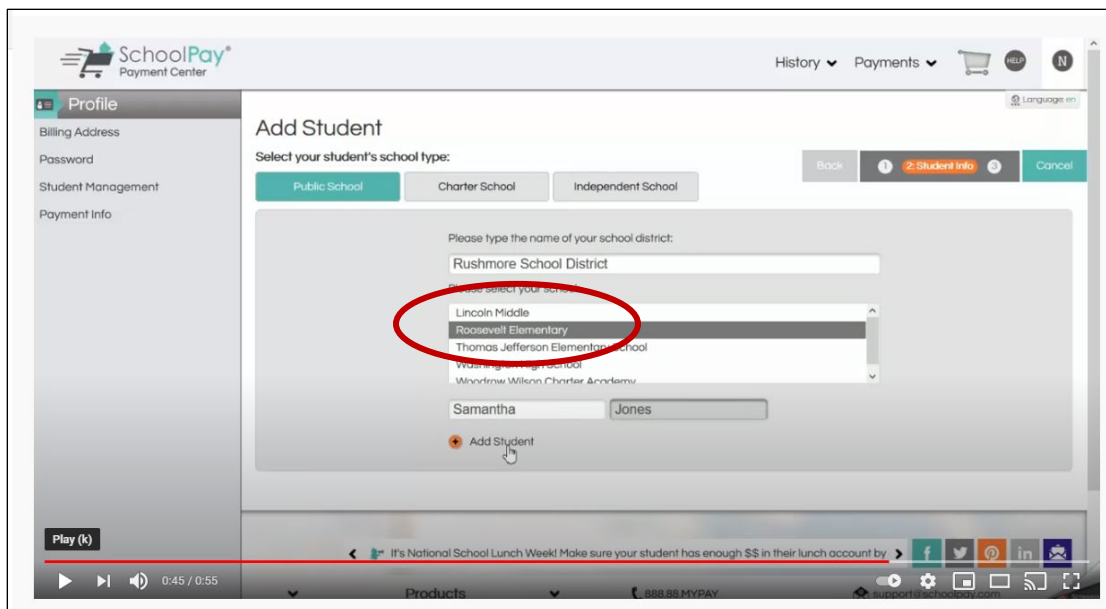
It's National School Lunch Week! Make sure your student has enough \$\$ in their lunch account by     

Products ▾ 888.88.MYPAY support@schoolpay.com

Play (k)

0:31 / 0:55



11-11-21