

# FREMONT UNION HIGH SCHOOL DISTRICT PAYMENT INFORMATION IN INFINITE CAMPUS



Creating an on-line payment account, editing payment information and viewing payment history in Infinite Campus.

Nutrition Services

#### **CREATING A PAYMENT ACCOUNT**

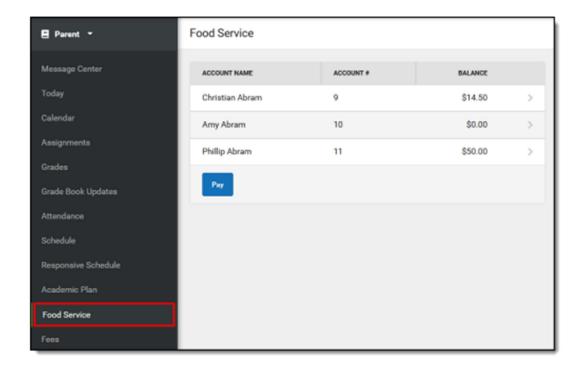
Parents/Guardians may make payments to students' food service accounts through the **Infinite Campus Parent Portal**. To do so, please follow the following steps:

### 1. Do you have an Infinite Campus Account?

If NO, please contact your school office.

If YES, please **log into** your Infinite Camus account.

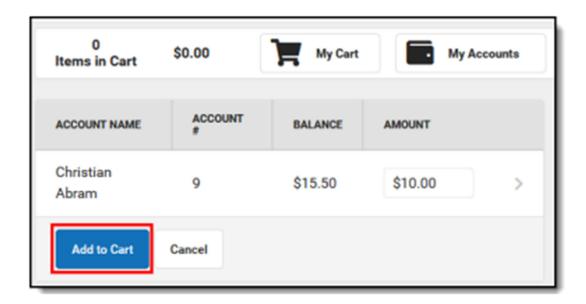
2. Where do I go to view and add money to my Food Services Account? The Food Service tool is available in the outline on the left.



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#### 3. How do I add money to my Food Services Account?

- a. Select **Pay.**
- b. Enter the amount you would want to add in the **Amount** field. If a box is not available for you to enter an amount, your account may not be active and you may need to contact your school.
- c. Select Add to Cart

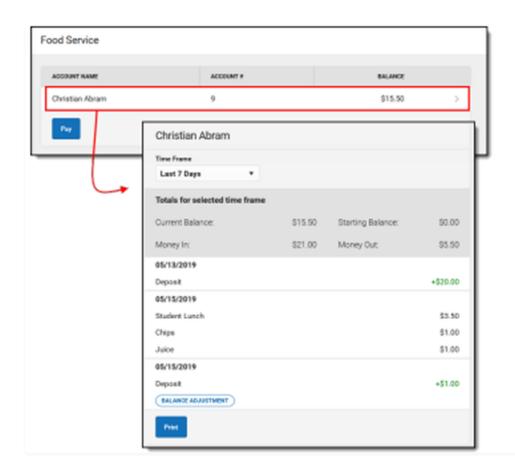


- d. Select My Cart. The Checkout Screen displays.
- e. Select the **Payment Method** you want to use and enter an **Email Address for Receipt** (optional).
- f. Select Submit Payment.

## 4. How do I view what I have purchased?

To see a list of items that you have purchased, select your account name. A screen displays with all of your account's details, including any deposits or adjustments.

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