

# Infinite Campus Parent/Student Portal Optional Payments (Yearbook)

Infinite Campus Parent/Student Portal will be set up to offer Yearbook as an Optional Payment.

### **Select and Pay Optional Payment**

- 1. Login to Parent/Student Portal.
- 2. Click Fees and Select My Accounts
- 3. Click Optional Payments.
- 4. Click Add to Cart next to the fee you want to pay. (i.e. Yearbook)
- 5. Click My Cart.
- 6. Select Payment Method and enter Email Address for Receipt (optional).
- 7. Click Submit Payment.

## Parent/Student Portal - Select Optional Payment

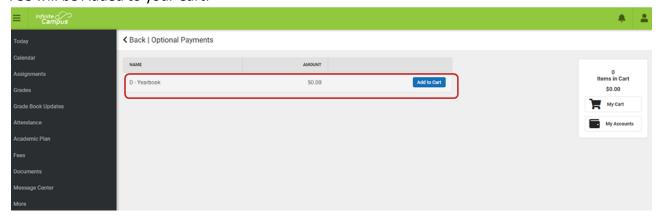
Portal Menu: Click Fees; Select My Accounts; Click Optional Payments:



### Parent/Student Portal - Add to Cart

Portal: Add to Cart next to the fee you want to pay (i.e. Yearbook)

Fee will be Added to your Cart:

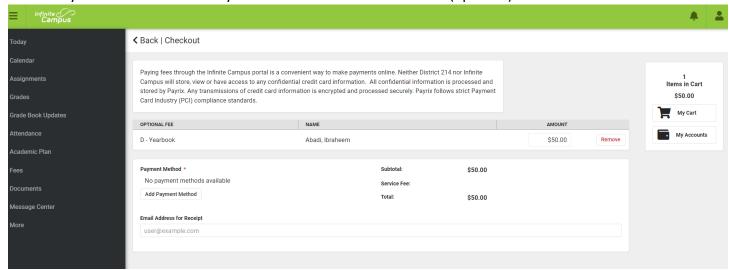




# **Parent/Student Portal - Pay Optional Payment**

Portal: MyCart Checkout - If you would like to Remove Optional Payment, Click Remove Button.

Portal: MyCart Checkout - Add Payment Method and Email Address (optional).





A confirmation message displays. Click OK. Click Print to Print a receipt.