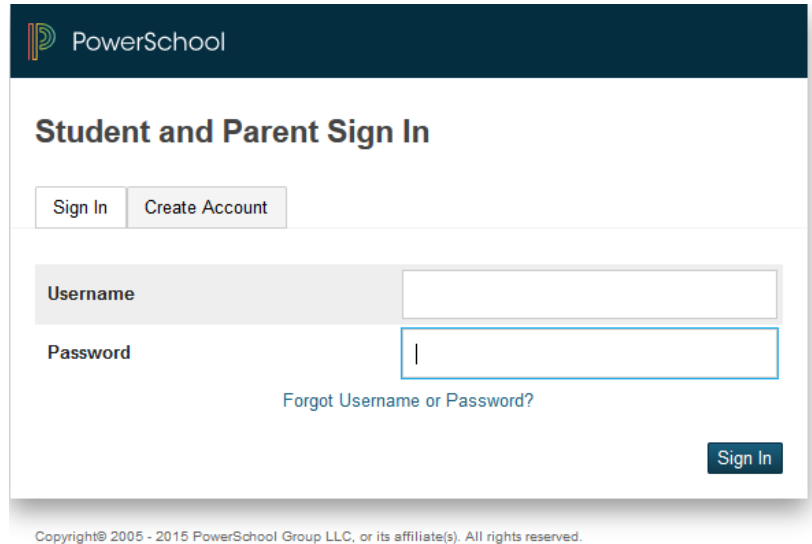


To put money on your child's lunch card or to pay other school fees, you will need to login to your PowerSchool Parent Account **not your child's account**. If you have not created a PowerSchool Parent Account, please contact your child's school to obtain the Access ID and Access Password needed for linking your child to the parent account. You will not be able to use your child's account because the student fees will not be listed.

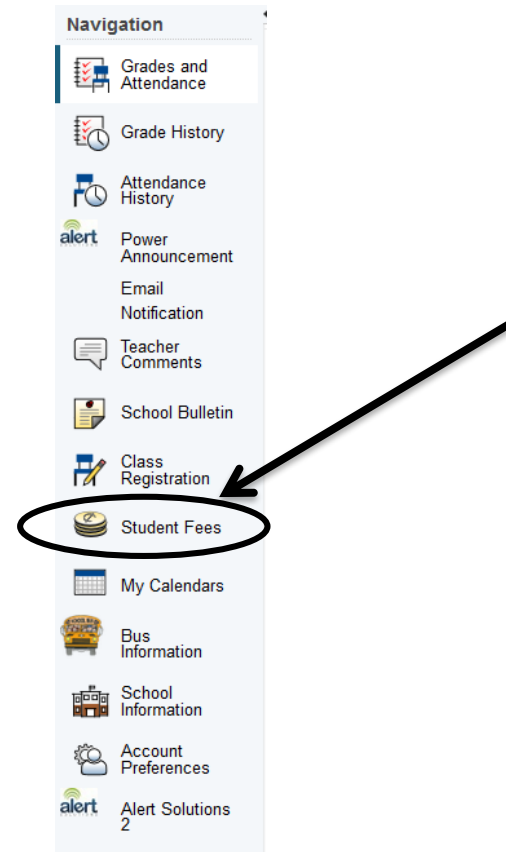
Once you have created a login, please log into the PowerSchool Parent Portal.



The screenshot shows the PowerSchool login interface. At the top is the PowerSchool logo. Below it is the heading "Student and Parent Sign In". There are two buttons: "Sign In" and "Create Account". Below these are two input fields: "Username" and "Password". A link "Forgot Username or Password?" is located below the password field. A "Sign In" button is at the bottom right. At the very bottom, there is a copyright notice: "Copyright© 2005 - 2015 PowerSchool Group LLC, or its affiliate(s). All rights reserved."

Once you have logged into PowerSchool, you will then be on the home page.

From there select Student Fees on the left hand side of the screen.



After you select student fees, the Acorn website will be launched, probably in a different window. Once there, select your child's tab at the top (after the Summary tab, which is the default tab).

The screenshot shows the top navigation bar of the Antioch School District 34 website. The 'Summary' tab is highlighted with a black circle, and a black arrow points to it from the top right. The page title is 'ANTIOCH SCHOOL DISTRICT 34' with the tagline 'Educating Our Children to Become Life-Long Learners'. The top right corner features a shopping cart icon with 'CART \$0.00', a 'View Cart' button, and a 'Checkout' button. Below the navigation bar, the 'SUMMARY' section contains the instruction: 'Click on each student's tab to review their fees. Then click on View Cart to make a payment.' A table lists student information:

Student ID	Name	Grade	School	Due	Lunch
168159	Alexis Nuxoll	8	Antioch Upper Grade School	\$0.00	\$0.00

At the bottom, there is a footer with the Rycor logo, links for 'Student Account Inquiries', 'Refund Policy', 'Terms and Conditions', and 'Privacy Policy', and contact information: '964 Spafford St, Antioch, IL 60002 Phone: 847-838-8400'.

From there, select add money.

The screenshot shows the same website interface, but with the 'Add Money' button highlighted by a black circle and a black arrow pointing to it from the top right. The 'Summary' tab is still selected. The page displays a summary of fees:

	SCHOOL FEES	ADDITIONAL ITEMS	TOTAL DUE
	\$0.00	\$0.00	\$0.00

Below this, there is a red bar with 'Lunch Card \$0.00', 'Add Money', and 'History' buttons. A yellow text box contains a welcome message: 'Welcome to Antioch School District 34's new online payment system. Please review your school fees below. Payment can be made online with Visa, Visa Debit, Mastercard, Discover OR at your school office with cash or checks. All fees are due by August 24, 2015. Payment plans up to 10 months are accepted. If you have questions or concerns about your statement, please contact your school office. Please note: When viewing your student account, you may see two tabs per student. One will show fees due and if payment has already been made there will be a second tab reflecting the payment. We are working on merging the two tabs.'

Below the text box, there are buttons for 'School Fees Due Now', 'Future Charges', 'Paid', and 'Print Statement'. A message states: 'No School Fees due at this time. Please see below for Additional Items. Added items will show in the cart.'

At the bottom right, it shows 'Total Due: \$0.00'.

The 'Additional Items' section is currently empty.

Once you have selected the add money, a new drop down will show at the bottom. Please add a dollar amount in the box next to "Add Money" and then click on Pay Lunch Card Only.

The screenshot shows the top navigation bar with the Antioch School District 34 logo and the tagline "Educating Our Children to Become Life-Long Learners". On the right, there is a shopping cart icon labeled "CART \$0.00" and buttons for "View Cart" and "Checkout". Below the navigation bar, there is a "Summary" section with a table showing "SCHOOL FEES \$0.00", "ADDITIONAL ITEMS \$0.00", and "TOTAL DUE \$0.00". A red banner at the bottom of the summary section says "Lunch Card \$0.00" and has buttons for "Add Money", "Update Cart", and "Pay Lunch Card only". An arrow points to the "Pay Lunch Card only" button. Below the banner, there is a text box with a welcome message: "Welcome to Antioch School District 34's new online payment system. Please review your school fees below. Payment can be made online with Visa, Visa Debit, Mastercard, Discover OR at your school office with cash or checks. All fees are due by August 24, 2015. Payment plans up to 10 months are accepted. If you have questions or concerns about your statement, please contact your school office. Please note: When viewing your student account, you may see two tabs per student. One will show fees due and if payment has already been made there will be a second tab reflecting the payment. We are working on merging the two tabs."

After this you should be directed the checkout page where you can place your credit information. Once that is completed, please click on Submit Payment and you should then receive your confirmation number.

The screenshot shows the checkout page with the Antioch School District 34 logo and tagline. At the top right, there is a shopping cart icon. Below the logo, there is a "Payment Plan" section with a link to "Create Payment Plan". The "Payment Details" section is highlighted in green and contains a "Choose Payment Type" dropdown menu with "Credit Card" selected. Below this, there is a "Pay by Credit Card" section with logos for VISA, VISA DEBIT, MasterCard, and DISCOVER. The form fields include "Cardholder Name", "Credit Card Number", "Expiration Date" (01 (Jan) / 2014), and "CVD (# on back of card)". The "Payment Amount" is \$50.00 US. At the bottom, there are "Cancel" and "Submit Payment" buttons. On the right side, there is a table showing the payment details for the 2015/2016 school year, with a total payment amount of \$50.00.

	Due	Pay
2015/2016		
Lunch		
Lunch Card	\$0.00	\$50.00
		Payment Amount: \$50.00