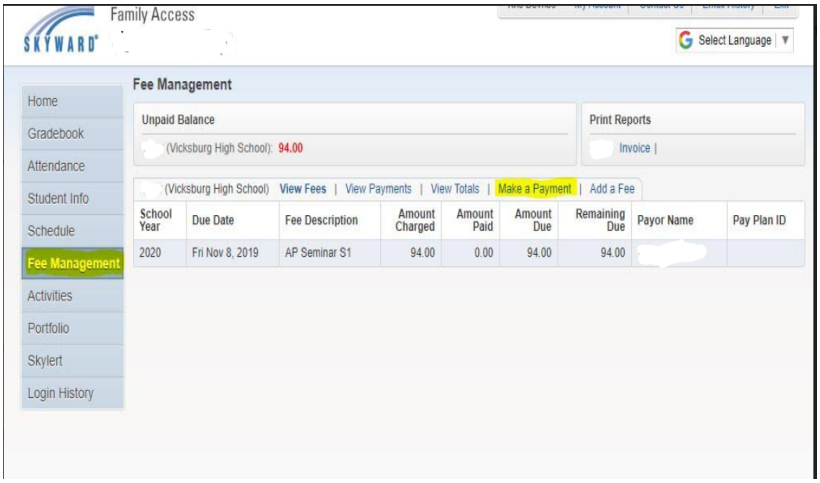
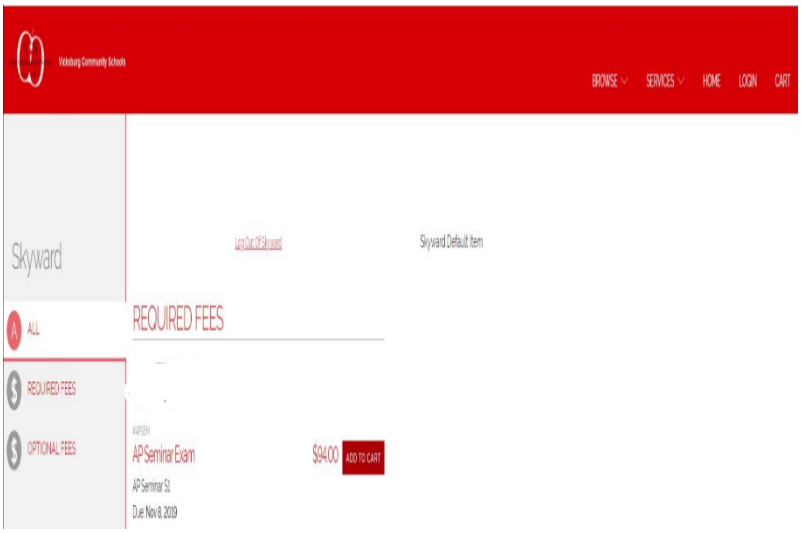
Paying Fees in Skyward Family Access



Skyward Family Access

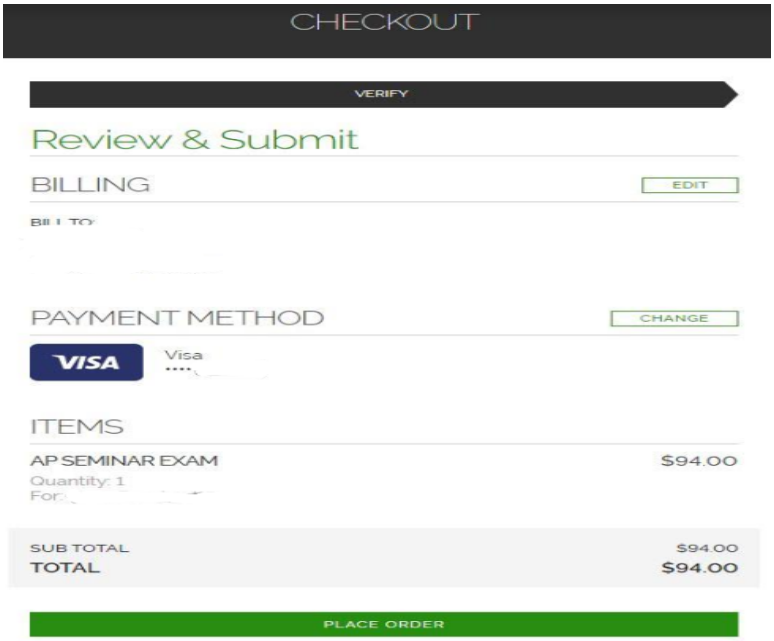
Login as parent at https://www.vicksburgschools.org/parent-links/parent-portals/

1. Click the Fee Management tab on the left.
2. If paying a **Required Fee**, such as an AP Course Fee, just click Make a Payment.
3. If paying an **Optional Fee**, such as Art Fee or Photo Fee, click Add a Fee - click Add, then Back.
4. Click Make a Payment after reviewing all fees.
5. This will take you to RevTrak's website.



Fee Payments

1. Click the Add to Cart button to add each student's fees to your shopping cart.
2. To make a payment, click the price to pay in full or enter partial payments directly into the "$" fields.
3. Click Add to Cart button.
4. Confirm all items in the cart and click Checkout to proceed to the Web Store.



Checkout

- Log in to the Web Store. For first time customers, you will create your Web Store account. Your email address and password will be used to log in for future transactions.
- Enter your payment method and credit card info, and click Continue.
- Verify the information in the Review & Submit Window.
- After verifying your information, click Place Order to process your transaction and view your receipt. You will also get a receipt sent to your email address.