Go to the district's home page

Bottom of page to the right go to "Athletics"

Click on Participation Fees for Athletics and Activities (left of the page, 6th black box)

Click onto www.payschoolscentral.com (located on the right side of the page, highlighted in blue)

## How to Pay the Participation Fee

Fees can be paid online at <u>www.payschoolscentral.com</u>, which is the same program utilized by the district for the payment of lunch fees. This vendor assesses a small fee for the convenience of paying online. (NOTE: If you do not wish to pay online, you can make payments with cash or check through your coach or advisor. Checks should be made out to "Jackson School District". There is no fee for paying in person.)

Once you log into <u>www.payschoolscentral.com</u>, you will need the following four pieces of information to set up an account:

- Child's Name (as it appears in our school records)
- ID Number
- Grade Level
- School

If you need the above referenced information, it can be obtained by utilizing the Parent Portal (this is the system you use to view your child's grades online). There is also a "Help" and "Forgot Password" tab on the

www.payschoolscentral.com site that answers questions you may have as you attempt to register.

NOTE: For those families who have qualified for free or reduced lunch, a reduced fee will be as-sessed. If you are utilizing the online payment system, that reduced fee will be automatically given as an option. If you are not paying online, you must pick up a Sharing Informa-tion Form from the athletic office or from your coach so that we can verify that you qualify for this discount. In other cases of financial hardship, families may make an ap-peal to the superintendent of schools, who will evaluate them on a case-by-case basis.