

InSite Parent - Pay Now

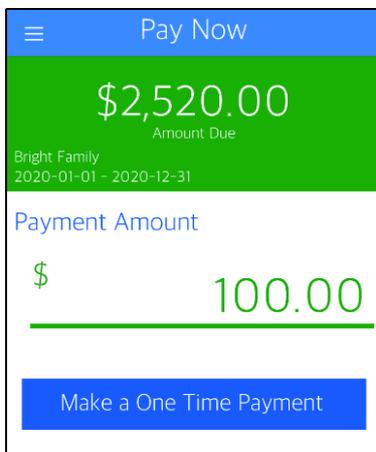
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The Pay Now section provides parents the ability to make a payment on their account. To make a payment, they will need to enter the payment amount and click Make a One Time Payment. From there, they will enter their name, contact information, and payment information, then click Submit Payment.

For the Pay Now icon to display, Activity ID 1787 must be set to All Permissions for the Family Portal (Not Allowed) role.

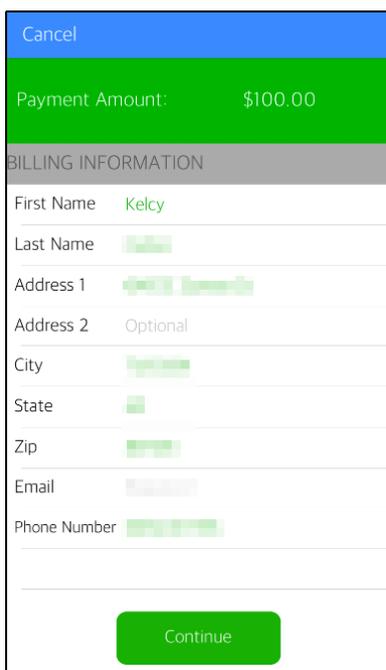
To make a payment, follow the steps below:

1. Click Pay Now
2. Enter the amount to pay and click Make a One Time Payment



The screenshot shows a mobile application interface for making a payment. At the top, there is a blue header with a hamburger menu icon and the text "Pay Now". Below the header is a green section displaying "\$2,520.00" in large white text, with "Amount Due" in smaller white text below it. Underneath, it says "Bright Family" and "2020-01-01 - 2020-12-31". The main area is white and titled "Payment Amount" in blue. It features a green "\$" symbol and the number "100.00" in green, with a green underline below the number. At the bottom, there is a blue button with the text "Make a One Time Payment".

3. Review and make corrections to the Billing Information. Once information is correct, click Continue



The screenshot shows a mobile application interface for reviewing billing information. At the top, there is a blue header with the text "Cancel". Below the header is a green section displaying "Payment Amount: \$100.00" in white text. The main area is white and titled "BILLING INFORMATION" in grey. It contains several input fields: "First Name" with the value "Kelcy", "Last Name" with a green box, "Address 1" with a green box, "Address 2" with the text "Optional", "City" with a green box, "State" with a green box, "Zip" with a green box, "Email" with a grey box, and "Phone Number" with a green box. At the bottom, there is a green button with the text "Continue".

4. Select the payment type (credit card, checking, or savings), and click Continue

Cancel

Payment Amount with Fee: \$101.00

PAYMENT TYPES

 Mastercard	Fee is \$ 1.00.
 Visa	Fee is \$ 1.00.
 American Express	Fee is \$ 1.00.
 Discover	Fee is \$ 1.00.
 Checking	Fee is \$ 0.50.
 Savings	Fee is \$ 0.50.

Continue

5. Enter credit card or account information and click Submit

Cancel

Payment Amount with Fee: \$101.00

Card Number

Expiration Date

CVV Number

Submit