West Platte School District

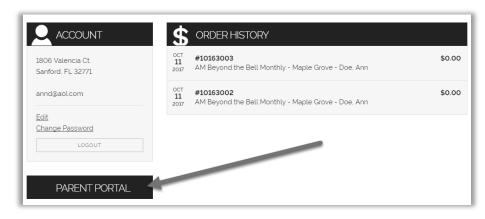
Parent Portal Payment Guide



Visit the West Platte SD Web Store to make payments ONLINE!

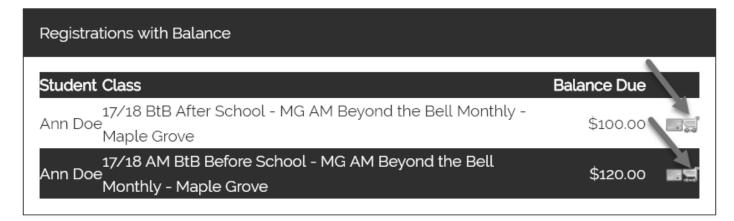
https://wpsd.RevTrak.net

Login to Existing RevTrak Account



- <u>Login</u> using your Email Address and Password
- Select <u>My Account</u> from the top navigation bar.
- Select the Parent Portal.

Parent Portal



- Select the () icon to add the balance to your **Shopping Cart**.
- Select payment option.
- Once you are ready to process the payment select Checkout.
- ♦ Verify your billing address and payment information.
- When you hit Complete Order, your payment will be processed and a Receipt will appear.

| Your balance due for 17/18 AM BtB Before School - MG - AM Beyond the Bell Monthly - Maple Grove is \$120.00. | |
|--|---------------|
| Pay Total Due Amount \$120.00 | Pay Total Due |
| Pay Other Amount | Pay Other |