

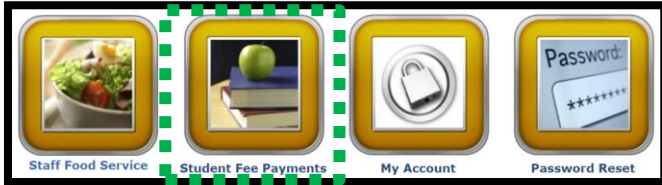
Paying a Student Fees on the HMC-1 Web Store

Step #1: Access the HMC-1 Web Store.

- www.hickmanmills.org > Parent Portal > HMC-1 Web Store



Step #2: Select Student Fee Payments.



Step #3: Login with your Infinite Campus Parent Portal Account user name.

Enter the birthdate of one of your currently-enrolled HMC-1 students. See example below. Select **NEXT PAGE**.

Student Fee Payments
Pay for your student's school fees.

Product Details: (sku:IC01)

Please Sign In

To help us locate your fees, please enter your Infinite Campus Portal "User Name" and Currently enrolled child's birthdate in the boxes below.

Please make sure the birthdate is in the form (MM/DD/YYYY), **including** the slashes and any leading zeros. Example (January 1st, 2001) ==> "01/01/2001"

Username:

Currently enrolled child's birthdate (MM/DD/YYYY)

NEXT PAGE <=== Click To Proceed...

Step #4: Enter the amount you wish to pay for each fee for each student. Select **NEXT PAGE**.

Student	School	Fee Name	Fee Description	Fee Amount	Year	Amount to Pay
[Redacted]	Ruskin High School 10-12	Office Fines/Fees	Office Fines/Fees	\$0.10	2017	<input type="text" value=".10"/>
Total	----	----	----	\$0.10	----	

Step #5: If your shopping cart looks correct, select **GO TO CHECKOUT**.

Your Shopping Cart

Thank you for shopping with us! Here are the items you have chosen for purchase. (Your shopping cart, Step 1)

Items:	Price	Qty	Total	Remove
Office Fines/Fees For: [Redacted]	\$0.10	1	\$0.10	<input type="button" value="X"/>
			Total: \$0.10	

Step #6: Create a **RevTrak Account**. Remember your login information as you will use it to log in each time you pay fees. Enter your new user account information. Select **Continue**. Enter your credit/debit card information to pay all fees in the shopping cart.

Web Store Customer

1. Enter your email address.
2. Select if you are a New or Returning Customer. (Returning customers must enter password.)
3. Click the **Continue** button.
4. Follow prompts to complete billing and payment information.
5. New customers will be prompted to create a password. This password is NOT issued by the school.

Hickman Mills C-1



It's Here!

Online Web Store

You may now access the new HMC-1 Web Store for the following types of transactions:

- Payment of Student Fees (Library and Textbook Fines)
- Optional Purchases (Yearbooks, Activities, Book Fair)
- Senior Dues
- *Spirit Wear and Other Options Are Coming Soon!*

Access the Web Store from the **Parent Portal** button on the **HMC-1 Website**.

Select **Student Fee Payments**.



Staff Food Service



Student Fee Payments



My Account



Password Reset

See reverse side of this flyer for details on logging in and using the site. 