

NORTH ADAMS COMMUNITY SCHOOLS

GOOD AT LEARNING.



GOOD AT LIFE.

INSTRUCTIONS FOR PARENT PAYMENTS ONLINE

non-foodservice fees: Device & Curricular (TEXTBOOK)

1. Parent must have a parent PowerSchool account. If you do not, contact Julie Schueler at Belmont High School at schuelerj@nadams.k12.in.us or 724-7121 to request a parent PowerSchool account.
2. Look up the amount due in PowerSchool.
3. To pay online, you must also set up an eFunds account. You will need your students PowerSchool number and also their STN number. Contact Julie Schueler at schuelerj@nadams.k12.in.us or Lori Baumer at North Adams Administration Office at baumerl@nadams.k12.in.us or 724-7146 for these student numbers.
4. Go to the North Adams website address: www.nadams.k12.in.us
5. Select the DISTRICT tab.
6. Select Food & Nutrition Services
7. Select “eFunds” from the menu on the left.
8. This will take you to the eFunds payment page. You will see this in the upper left corner of the screen:



9. Next, select “Pay Optional Fees”
10. From here you have 3 choices: Check Out as a Guest, Login to your Existing Account, or Create a New Account
11. You will proceed to Payment after that.
12. Credit or Debit is accepted. An outside company processes these payments. The processor charges a transaction fee for this service. Fees for credit or debit cards are a percentage of the transaction total. *Direct Debit from a bank account is a flat fee. (.50¢ per transaction)*

PLEASE NOTE: Parents may view your student’s fees in POWERSCHOOL. ONLINE PAYMENTS are made in EFUNDS. These are 2 separate pieces of software that are NOT linked together. Therefore, you must look up the amount due in PowerSchool before you make a payment online in EFunds.