

Brighton School District 27J

Child Care Payment Guide



Visit the Brighton 27J Web Store to make payments ONLINE!

<https://brighton27j.RevTrak.net>

Login to Existing RevTrak Account

ACCOUNT

1234 Main Street
Bloomington, MN 55113

Edit
Change Password

LOGOUT

ORDER HISTORY

MAR 01 Hockey SACC \$795.00

PARENT PORTAL

PAYMENT

ADD ECHECK

ADD DEBIT/CREDIT CARD

- ◆ Using your Revtrak account **Email Address** and **Password**, login to your RevTrak account.
- ◆ Select **“My Account”** from the top navigation bar on your screen.
- ◆ Within the “My Account” page, select the **“Parent Portal”** button that should appear just between the “Account” and “Payment” sections of your account.
- ◆ This button will bring you to a screen where you can view all registrations with balance that exist within your account.

Parent Portal

Home

Financial Info

FAMILY INFO

FINANCIAL INFO



HISTORY

Registrations with Balance

Student	Class	Balance Due	Card On File
Joe Smith	17/18 Brantner Before/After School Monthly	\$0.00	
Joe Smith	Brantner Summer 2017 Summer Camp Registration	\$200.00	
Joe Smith	16/17 Brantner Before/After School Monthly	\$0.00	

Open Registrations

Name	Class	Start Date	Registration Date
Joe Smith	17/18 Brantner Before/After School Monthly	08/17/2017	04/03/2017
Joe Smith	Brantner Summer 2017 Summer Camp Registration	05/30/2017	02/08/2017

- ◆ To add an unpaid balance to your cart, select the **Shopping Cart** icon () next to a registration.
***NOTE: Do not select the () icon as this will simply update card information, not process a payment.**
- ◆ If given the option, select or enter the exact amount you would like to pay at this time.
***NOTE: If your account balance is past due be required to pay the past due balance in full.**
- ◆ Your **Shopping Cart** will appear on your screen, showing all items that have been added to your shopping cart. When you are ready to process the payment select **Checkout**, within your **Shopping Cart**.
- ◆ Within the Checkout screen, you can verify your billing address and **Select a Payment Option**, prior to hitting **“Complete Order”**.
- ◆ When you hit **“Complete Order”**, your payment will be processed and a **Receipt** will appear. Your receipt will also be emailed to the address on file.