

Family Portal View

At this time, the only way families can access any billing information is by logging into their Family Portal, and then clicking on the new 'Financial' section on the left side menu.

The screenshot shows the Family Portal interface. The top navigation bar includes 'Family Portal' and 'USA High School 2019-2020'. The left sidebar menu has the following items: School, Student, Family, Apply / Enroll, Resources, **Financial** (highlighted with a red box), and Back to School Site. The main content area features three cards: 'Prepay Accounts' with a balance of 0.00 and a disabled 'ADD FUNDS' button; 'Balances' with 0.00 for Payment Plan and Incidental Expenses, and a disabled 'MAKE A PAYMENT' button; and 'Financial Links' with links for 'Financial Home', 'Set up a Payment Plan', and 'Apply for Grant & Aid'. Below these is a 'Family Billing' section with a table of accounts and a total balance of \$92.12.

Account	Balance	Details	PayNow
Cafeteria	\$-81.75	Details	PayNow
Fees & Other Charges	\$0.00	Details	PayNow
Tuition	\$173.87	Details	PayNow
Total:	\$92.12		

On this page, 2020-2021 Incidental Billing, Prepay and Payment Plan balance information shows at the top. The 'Financial Links' box on the upper right side of this screen will always contain the 'Financial Home' link. This will take families into their FACTS financial account to view details on their payment plan, billing, and prepay accounts. The 'Set up a Payment Plan' and 'Apply for Grant & Aid' links are displayed.

2019-2020 'Family Billing' information has moved to the bottom of this 'Financial' page. Families can still view details and make payments toward those balances via 'Pay Now'.

In the Family section, you will see a message that 'Family Billing Has Moved', there will be a dark blue 'Go to FACTS' button. Clicking that button will take them directly to the new 'Financial' section.