

HOW TO PAY ATHLETIC FEE

Log In to your Skyward Account: [Skyward Login](#)

1) Click on **Fee Management**

2) Click on **Make a Payment**

The screenshot shows the Skyward account interface. On the left is a sidebar with a menu including Home, Calendar, Gradebook, Attendance, Student Info, Busing, Food Service, Schedule, Test Scores, Fee Management (highlighted with a red arrow), Portfolio, Health Info, and Login History. The main content area is titled 'Fee Management' and shows a balance for Crystal Lake Central High School of 100.00. Below this is a table with columns: Due Date, Fee Description, Amount Charged, Amount Paid, Amount Due, Remaining Due, and Payor. A red arrow points to the 'Make a Payment' link in the top navigation bar.

The athletic fee should appear in your required fees. If you do not see the \$100 fee please contact biversen@d155.org.

3) Click on **ADD TO CART**

The screenshot shows the 'REQUIRED FEES' section of the RevTrak account. It lists an 'ATHLETIC FEE' for \$100.00, due on Nov 26, 2019. A red arrow points to the 'ADD TO CART' button next to the fee.

Login to your RevTrak account (The account used to pay School Registration fees)

Once your fee has been processed you will receive this message.



Your order has been placed

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