- 1. Log into the PowerSchool Parent Portal
- 2. Click on the link "Student Fees and Forms" in the sidebar navigation menu
- 3. Select the student and click the "Transportation Application" form.



To set up the payment plan please <u>close the current form</u> and complete the **Payment Plan Option Form**, followed by <mark>the **Transportation Application Payment Plan Form**</mark>

4. Complete the form including the Minimum Payment Option



5. Click submit.



- 6. Click on the shopping cart. \Im
- 7. Submit payment.



8. If the 50% minimum payment option was selected the remaining 50% remaining is automatically added to the account and must be paid prior to February 1, 2024.