

How to pay fees

If you receive an email telling you that your student has a fee or missing books/items, please login to the Parent Portal and use the tutorial below to see what fee has been assigned or to find out what book/item is missing. You can pay for the missing book/item or the fee in Infinite Campus.

1 *Log into Edina Portal*

If you need help with your username or password to access Infinite Campus through the parent portal, please email parentportal@edinaschools.org.

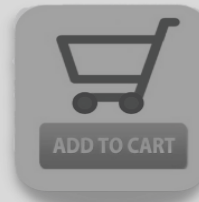


2 *Select Fees*

Select your student under "person". Outstanding fees will show up under description and fee balance. To see the description of a missing item, click the arrow to the right of the add to cart button.

3 *Select Add to Cart*

Select the item(s) you would like to pay for by adding item(s) to your cart.



4 *Add Payment Method*

Your item(s) will show up in your cart. If you need to add a payment method, click "My Accounts" to add. Skip this step if you already have a payment method.

5 *Select & Submit Payment*

Once you have the item(s) selected, click the payment method. Add email address for receipt. Click submit to enter payment.

