Olympia School District

NOW AVAILABLE!
ONLINE PAYMENTS FOR FOOD SERVICE

As a convenience to parents, the Olympia School District now provides parents an easy way to add money to their child's food service account. Online payments can be made into food service accounts through the Skyward Family Access parent portal they currently use. We have contracted with RevTrak, a national credit card payment processor, to provide a secure site for making payments.

Online Payments Are Easy And Convenient!

Parents can make online payments from home or work, 24/7. If their child's food service balance is low, it only takes a few minutes to add money to it using their VISA or MasterCard credit or debit card. Payments are made through the student's Skyward Family Access account.

To Make Online Payments:

- Visit our district website **http://osd.wednet.edu/**
- Click on the "**For Parents**" tab, click on "**Skyward Family Access**" tab, and then click on "**Go to Family Access**"
- Log in to **Skyward Family Access**
- Use your **MasterCard, VISA or Discover (Debit or Credit Card)**

Payments made through Skyward Family Access will immediately be posted to the student's food service account. Please note, for the convenience of making an online payment a $1.25 fee will be assessed at checkout.

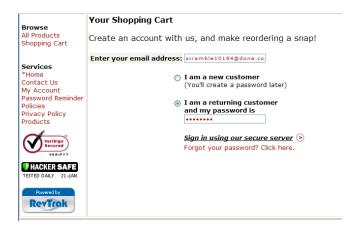**Please visit the Olympia School District web site for future updates.**

Olympia School District
1113 Legion Way SE
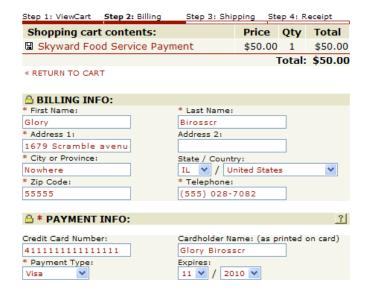Olympia, WA 98501
http://osd.wednet.edu/

Please see reverse side for detailed online payment instructions.

Family Access Meal Payment Instructions

- **Login** to Skyward Family Access

- Select "**Food Service**" from "General Information" menu on the left

- View Balance and select "**Make Online Payment**"

- **Enter payment amount** and select "**Pay with RevTrak**"

- Verify payment amount and select "**Go to Checkout"**

- If a **new customer,** select "**I am a new customer**" and enter your **email address. If a returning customer** select "**I am a returning customer"** and enter your **email address** and **password**. Select **Sign in**.

- Enter your **Billing Information**, **Payment Information,** and **create a password**

- Verify information for accuracy and select "**Complete Order**"

- Payment will be processed and **Receipt** can be viewed and printed.

- **Logout**