

ATTENTION PARENTS

ETOWAH COUNTY SCHOOLS NOW OFFER PARENTS A USER FRIENDLY OPTION TO PAY STUDENT FEES ONLINE FOR ONE OR MORE STUDENTS.

Benefits for parents include:

- 1. Access to the system anytime/anywhere to make payments.**
- 2. Save time for the parent by not having to come to the school during registration.**
- 3. Eliminate the need for students to bring cash or checks to school.**
- 4. Provide electronic receipts for the parents to keep for their records.**

To pay online, just follow these steps:

- 1. Go to the ECBOE website: www.ecboe.org**
- 2. At the bottom of the right side, under "Quick Links", you will see a circular symbol with the description, "Pay Fees Online."
Click on that link.**
- 3. A transition page appears. Left Click on the box that says "Proceed to Payment Pages."**
- 4. Click on the box of the school where your child attends. If you accidentally click too fast and it opens a school that you do not want, just hit the arrow to return to the payment home page.**
- 5. Fill in the Student/Parent Information.**
- 6. Click on your student's grade.**
- 7. All of the fees are listed by type or teacher. Check the box of the fee(s) you want to pay.**
- 8. NOTE: There will be a \$3.00 convenience fee charged for each day's charges made. In other words, you can pay multiple fees at one setting, but the convenience fee will only be charged once.**
- 9. Click on the box, "Proceed to Payment Page." You will be redirected to the TrustCommerce shopping cart for payment processing.**
- 10. Fill in your credit card information.**
- 11. Click on the box "Process Transaction."**

It's that simple. The on-line fee payment is offered as a convenience for our parents and students. It is not a requirement; and if you choose, you may pay fees in person at your school by cash or check.