

Attention Families! The West Rusk County Consolidated ISD Web Store provides a more streamlined way to collect online payments with your Skyward Family Access login. You will now be able to use your login to make food service payments for all your students on one page within the Web Store!

Remember, the Web Store empowers you to save time, reduces trips to the district office, and eliminates the need to send cash and checks with your student. Make a quick payment in the evening or during your lunch hour with just a few clicks!

Please Note: A Service Fee of 4.15% will be added to your shopping cart at checkout.

## Make payments online for:

### Food Service Payments



Please Visit the district Web Store at <https://westruskisd.revtrak.net> to make fee payments.

Our Web Store accepts debit or credit cards from Discover, MasterCard, and Visa



## Online Payment Instructions

- Visit our district website at **www.westrusk.esc7.net**. Click on **Online Payments** and then click **Student Food Service Payments**. Enter your **Login ID** and **Password**.

- Click on the **Food Service** button
- Update **Payment Amount** for multiple students
- Update **Cart**
- Follow prompts
- Select **Pay with Vendor** (you will be redirected to your shopping cart in the Web Store)
- Double check fees in cart, and click **Go to Checkout** if all fees are correct

- PLEASE NOTE: If adjustments need to be made to your payment in Family Access:**

- Please **Empty** your shopping cart
    - Sign out of Family Access**
    - Sign back in to Family Access** to start over

### **DO NOT USE BACK BUTTON TO MAKE ADJUSTMENTS**

- When all fees are in shopping cart, click **Go to Checkout**
- If you are a **new customer**, select **I am a new customer**. Enter your email address and "Sign In." If you are a **returning customer**, select **I am a returning customer**. Enter your email address, password, and select **Sign In**.

- Enter your **billing** and **payment information**. Create a password if required.
- Verify information for accuracy and select **Complete Order**.
- Payment will be processed** and Receipt can be viewed and printed. A copy of your receipt will also be sent to the email address provided during account set up.

- Logout** (A logout link can be found under **My Account**)