



VVSD Online School Fees

Frequently Asked Questions

for Parents

HOW DOES THE ONLINE SCHOOL FEE SYSTEM WORK?

After activating the family portal account from Infinite Campus and logging in, you will be able to view and “Make A Payment” for all students in your family. The system will process the payment and a receipt will appear for you to print and generate a receipt.

HOW DO I GET STARTED?

Go to the Valley View School District website at www.vvsd.org. Look for the Online Fee button on the right hand side.

-A Family Portal Activation Code has been provided to each family in a first class letter, on the fee statement and is also provided on the back of the Grades 6-12 report cards. You will need this code only one time to activate your Infinite Campus Family Portal.

-An active Family Portal account gives you access to student fees and payment online. Review the student fees and select “Make A Payment” to link to the RevTrak web store. Create a RevTrak account to pay online. The Family Portal will link the RevTrak account to your family in this step.

I CANNOT LOCATE MY PORTAL ACTIVATION KEY. WHO DO I CONTACT?

Contact your student’s school to obtain your codes.

WHY DO YOU NEED MY EMAIL ADDRESS?

Your email address ensures us that your username is unique to the system. If you need to change the email address used to create your account, please contact your student’s school.

WHEN IS THE SYSTEM AVAILABLE?

The system is available 24 hours a day, 7 days a week.

SHOULD I USE THE BACK BUTTON IN THE WEB BROWSER?

Avoid using your browser’s “back” button. This can cause malfunction, including the possibility of duplicate payment. Use the back button displayed within the web-site if needed.

WHAT FEES CAN I PAY ONLINE?

You can pay for your student's registration, optional and past due fees online. Payments **should be** applied to the student's oldest fees first. You can view your student balances immediately after a payment because transactions are done in real time.

To add funds to your students meal account please visit mylunchmoney.com.

WHAT FORMS OF PAYMENT ARE ACCEPTED?

The system will accept MasterCard, Visa and Discover cards, debit or credit.

IS THERE A MINIMUM PAYMENT REQUIRED? IS THERE A SERVICE CHARGE FOR USING THIS SYSTEM?

There is no minimum transaction amount. There is no service charge or fee for using this system.

WHO DO I CONTACT IF MY CARD IS DECLINED?

Review your payment information and process again. If the card is declined again, contact your credit card company.

HOW WILL THE ONLINE PAYMENT APPEAR ON MY CREDIT CARD STATEMENT?

The charge will appear as “Valley View Community Unit School District 365U.”

IS THE CREDIT CARD INFORMATION STORED ON THE WEB SITE?

For security reasons the system does not store credit card numbers. An option to pay with a previously used credit card is made possible using securely encrypted tokens.

CAN I MAKE MORE THAN ONE PAYMENT DAILY ON MY STUDENT’S ACCOUNT?

Yes. Each transaction will be recorded separately.

WHO DO I CONTACT IF I HAVE QUESTIONS ABOUT THE BALANCE SHOWN ONLINE?

All account inquiries should be addressed to your student’s school.