



Registering for an Activity

Once a FeePay login is created and students are linked to your user account using their Student ID, view and register for available items and registrations within the Activities link. (Note: Students must have a valid Student ID for the district in order to view available items in the Activities list.)

1. Log into the district FeePay page.
2. View and register for available activities by selecting **Activities** in the upper, left corner of the screen.
3. Each child on the Account will show on screen. Any items open for that child to register will be displayed below the name.

There may be several items open for registration. Use the **Next** button to page through currently open items.

George Balk

TIES Demo District Show 5 entries

Enroll By	Item (click title for more detail)	Amount	
Jan 1, 2011	Boys Baseball - Spring 2013 at Sr. High Main Campus	\$30.00	Add to cart ⚠
Mar 29, 2015	High School Musical Ticket - Main Floor - April 1, 2015 7:00pm Show	\$15.00	Add to cart 🛒
Apr 11, 2015	Babysitting Clinic KPS at All Elementary Schools	\$15.00	Add to cart ⚠
Apr 30, 2015	Yearbook 2015		Add to cart 🛒
Jun 4, 2015	iPad Permission/Purchase Insurance MGJH 2014-		Add to cart ⚠

Search:

First Previous 1 2 Next Last

When an Add to cart button is highlighted in yellow, complete the electronic form before the item is added to your shopping cart.

TIP: When completing an electronic form, use the scroll bar within the Form window to scroll through all fields.

Once the entire Form is complete, use the **Submit**.

4. Continue steps 1-3 for other students.
5. Select your shopping cart symbol in the upper right area of the screen and select **CHECKOUT** to continue with payment and to finalize registration.

Your Cart view your cart

Peter Falk - Blue TShirt Size Medium \$20.00

Checkout or Continue Shopping Total Amount: \$20.00

TIP: Select Enrollment History to view a history of items purchased and activity enrollments.

Activities

Sign-Up **Enrollment History** **Fees** 16

