

# Depositing Money to an Account Online

Using your usual WebPortal login, you can make deposits to your account(s) using your credit card. Deposits are available within minutes of being processed online.

- Once you have logged in, click on Account Deposit in the Site Navigation box.



**Account Deposit**

Name	Account	Balance	Deposit
PATRICK SHABLUK	Food Service	\$0.00	<input type="text" value="10.00"/>
	Text Book Rental	\$0.00	<input type="text" value="0.00"/>
SHANNON SHABLUK	Food Service	\$0.00	<input type="text" value="10.00"/>
	Text Book Rental	\$0.00	<input type="text" value="0.00"/>
ALAYNA SMITH	Food Service	\$0.00	<input type="text" value="10.00"/>
	Text Book Rental	\$0.00	<input type="text" value="0.00"/>

Enter the amounts you want to deposit onto each account.

Please note: this image is showing a district with multiple accounts. You may only see one account i.e. "Food Service"

Click on Continue

- Verify that the amounts are correct on the "Checkout" page

Please note: some districts have a "Processing Fee" this will be added in the "Totals" box

**Checkout**

NOTE: This transaction subject to a \$2.00 processing fee.

**Deposits**

Name	Account	Balance	Deposit
PATRICK SHABLUK	Food Service	\$0.00	\$10.00
	Text Book Rental	\$0.00	\$0.00
SHANNON SHABLUK	Food Service	\$0.00	\$10.00
	Text Book Rental	\$0.00	\$0.00
ALAYNA SMITH	Food Service	\$0.00	\$10.00
	Text Book Rental	\$0.00	\$0.00

**Totals**

Item	Amount
Deposit Total	\$30.00
Sub Total:	\$30.00
Proc Fee:	\$2.00
Tax:	\$0.00
Total:	\$32.00

**Totals**

Item	Amount
Deposit Total	\$30.00
Sub Total:	\$30.00
Proc Fee:	\$2.00
Tax:	\$0.00
Total:	\$32.00

**Enter Billing Information**

**Card Information**

Card Number:

Exp Date:  /

CVV2:  [What's this?](#)

Name on Card:

**Billing Information**

Street:

City:

State:

Zip Code:

Enter your credit card information and click on "Continue"

Please note: You will receive a confirmation page letting you know that your transaction has gone through. If you receive an error, please contact your district's food service director.