

Process for Families to Edit CC or Checking in Database Themselves.

You go through 8 pages before you get a confirmation receipt that you paid your current balance.

Log-in and get the main page with 5 steps on it.
As long as you are not trying to add a sibling or class/camp too
Select **NEXT** at the bottom.

Leave payment plan as shown.
Select **NEXT** at the bottom.

You'll see your payment plan:

Example: "You have chosen On the 1st of each month for weekly classes OR immediate payment to enroll in any class listed under "Camps & Special Programs".
Select **NEXT** at the bottom.

There's a place for promo codes (which we only use at enrollment)
"If you have a promotion code, please enter it now. Otherwise leave it blank."
Select **NEXT** at the bottom.

Under Payment Amount due:
Select **ENROLL IN THE RECURRING PAYMENT PLAN**

Select link for payment type:
Which would you like to enter?

1. [Credit Card Information](#)
2. [Bank Account Information](#)

For CC, next page looks like this

Please enter your billing contact information below:
(all the standard info)
Select **NEXT** at the bottom.

Next page has fields for
Card Information
Select OK **to save info and submit payment**

You should see our "thank you" page in the system.
And an e-mail receipt in your e-mail account.