



Wilson Area School District

ONLINE PAYMENTS NOW AVAILABLE!

For your convenience, the Wilson Area School District has contracted with RevTrak, a national credit card payment processor, to provide you a simple, secure, and convenient way of making online food service payments. Parents can pay online with Discover, Mastercard, or VISA credit or debit cards. Our Web Store accepts payments over the internet 24/7.

Pay the Following Online:

- Food Service (Skyward)

To make an online payment follow these simple steps:

- Visit our district site at www.wilsonareasd.org
- Click on the Skyward link
- Enter your Login ID and Password
- Click on the Food Service Tab
- Make a payment using a Discover, MasterCard, or VISA debit or credit card

A payment receipt will be emailed to the address used when setting up the Web Store account.

Wilson Area School District
2040 Washington Boulevard
Easton, PA 18042
www.wilsonareasd.org



Payment Instructions

- Visit our district website at www.wilsonareasd.org
- **Click** on the **Skyward Link** on the left side of the page
- Enter **Login ID** and **Password**
- Click on the **Food Service tab**
- Update **Payment Amount** for multiple students
- Update **Cart**
- Follow prompts
- Select **Pay with Vendor** (you will be directed to your shopping card in the Web Store)
- Double check fees in card, 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 card
 - Sign out of Skyward
 - Sign back in to Skyward to start over
- 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.