

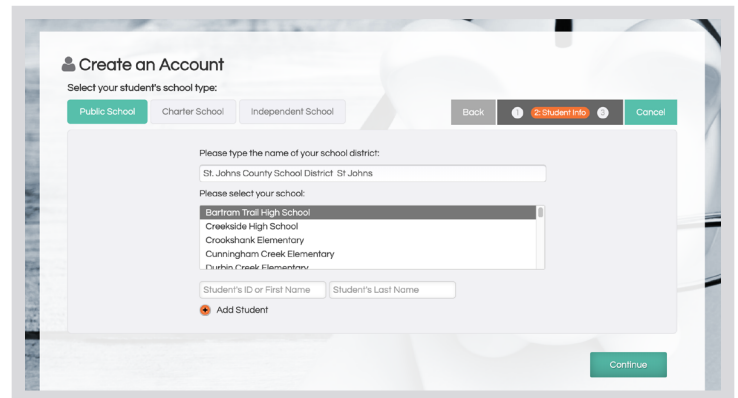
EASY AS 1, 2, 3

Food Service just got easier! Click on any SchoolPay logo or go to www.schoolpay.com and click "Create Account". Then follow these 3 steps....

**Please note that usernames and passwords from previous systems will not work with SchoolPay.*

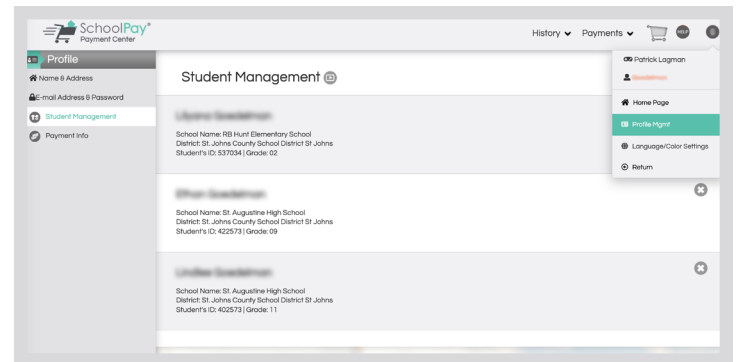
1

Complete the registration form. First select West Linn-Wilsonville School District, and then enter your students' ID number/s and last name.



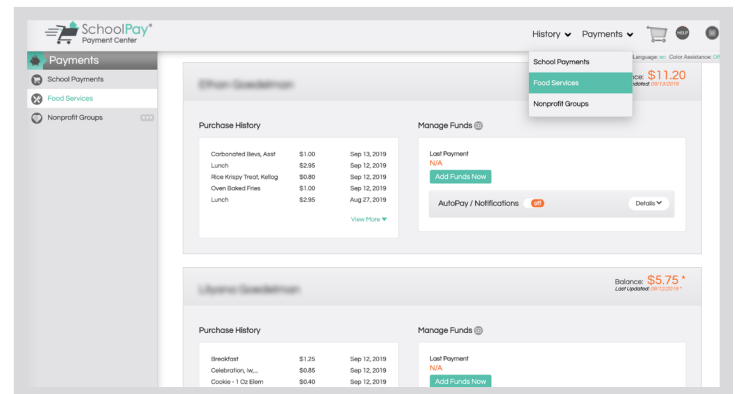
2

Add additional students to your account. From your user name initial/index card select Profile Management, and then select Student Management.



3

Enjoy your new account! Food service will be visible at all times from the left side navigation. It has it's own dashboard so you can see your entire family in one place.



Balance

Balances are usually real-time depending upon your school's integration

Balance: **\$30.00** 💵

Manage Funds

Last Payment
a day ago for **\$20.00**

[Add Funds Now](#)

Next Payment
When Below: **\$20.00**
Add: **\$50.00**

AutoPay / Notifications ☒

[Details](#) ▼

One Time Payments

[Add Funds Now](#)

Add To

Corby Adams: \$ \$0.45

Julie Adams: \$ \$5.70

Current Balance

Add funds to any number of students in one location.

AutoPay / Notifications ☒

[Details](#) ▼

If balance is below:

[Send Email](#)

[Automatic Payment](#)

[\\$10](#)

[\\$25](#)

[\\$50](#)

[\\$100](#)

[Other](#)

Pay From Account:

[Select Payment Method](#) ▼

Click "Details" to specify an automatic action when your student's balance reaches any threshold. Receive an email notice or authorize an automatic replenishment payment (SmartPay). Payment information must be stored to select SmartPay.

Food Service FAQ's

Balance Transfer & Graduating Student Requests

Check your school's food service department page. Most schools automatically transfer balances from graduated siblings to remaining siblings. Balance transfer requests can typically be made directly with your food service department staff as well.

End of Year Balance

Most schools carry balances over from one year to the next.

Charge Disputes

Charge disputes should be put in writing and sent directly to your food service department staff.

Purchase History

Student Meal	\$2.75	Sep 12, 2019
Milk	\$0.50	Sep 11, 2019
Milk	\$0.50	Sep 10, 2019
Student Meal	\$2.75	Sep 07, 2019
Student Meal	\$2.75	Sep 05, 2019

[View More](#) ▼

Keep current on what your children are eating in the school cafeteria