

ISD 622 Online Fee Payments

Secondary families and students are able to pay fines over \$10.00 online with a credit card through Campus Portal.

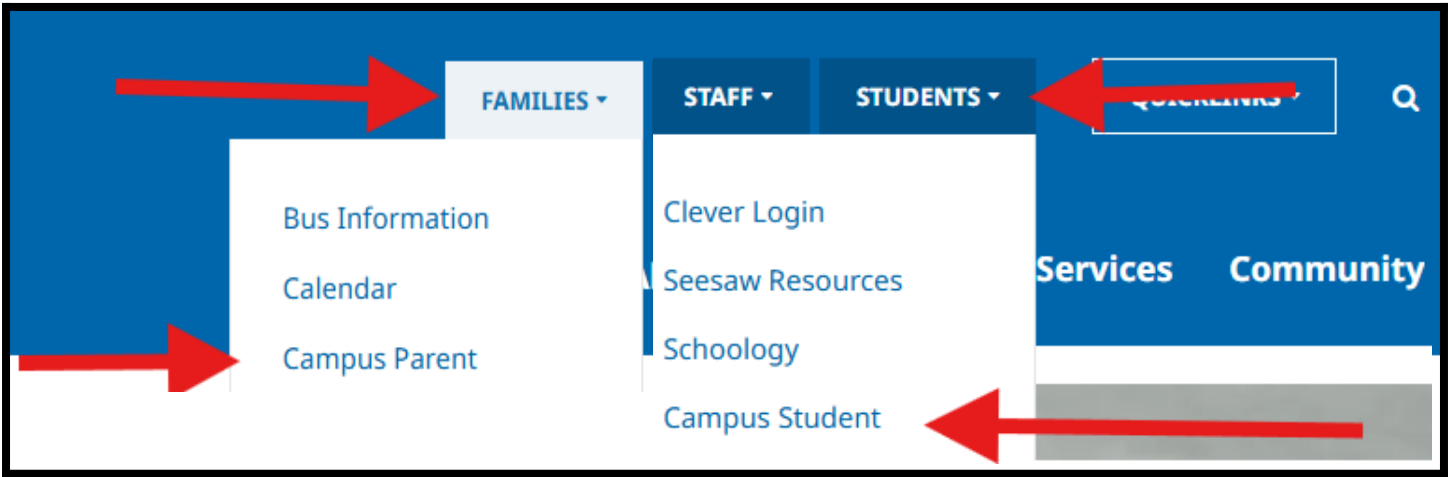
This guide provides a detailed walkthrough on how to pay a fee online. Follow the steps below to complete your payment securely and efficiently.

Screenshots are provided for each step to help guide you through the process.

Step 1: Access Campus Portal

Go to <https://www.isd622.org/>

Families - click on Families and then Campus Parent - use username and password.
Students - click on Students and then Campus Student - sign in using the Single Sign In button.



Campus Parent

NORTH ST PAUL-
MAPLEWOOD-OAKDALE

Parent Username: (Required)

Password: (Required)

Log In

Campus Student

NORTH ST PAUL-
MAPLEWOOD-OAKDALE

ISD 622 Single Sign-On (SSO)

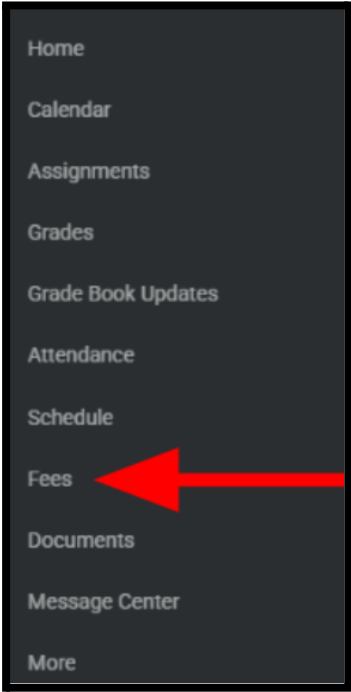
OR

Student Username: (Required)

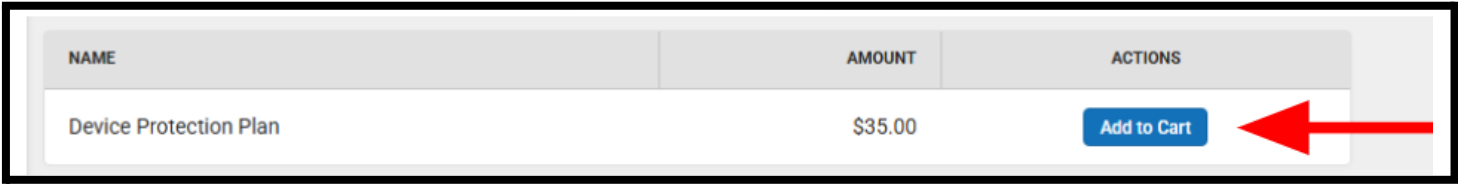
Password: (Required)

Log In

Step 2: Click on Fees



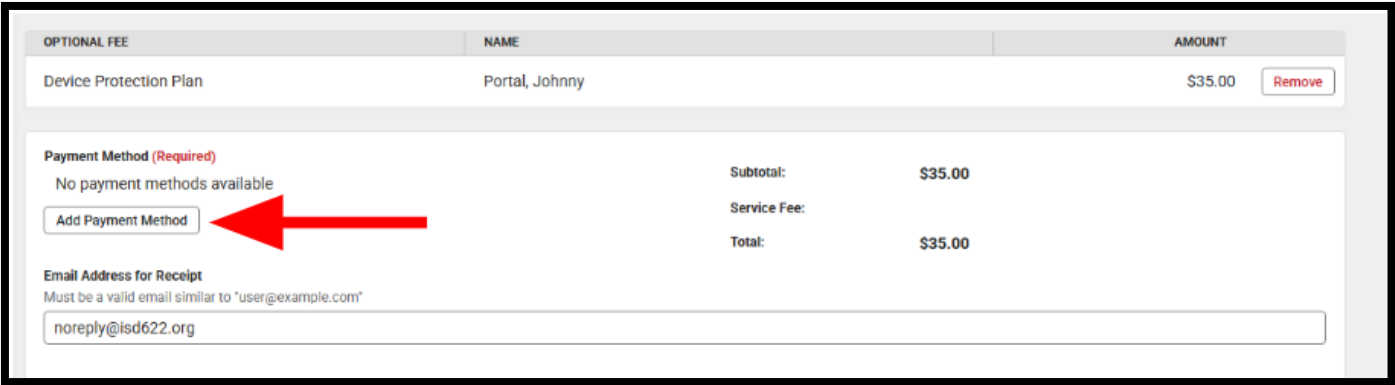
Step 3: Add Fee to Cart



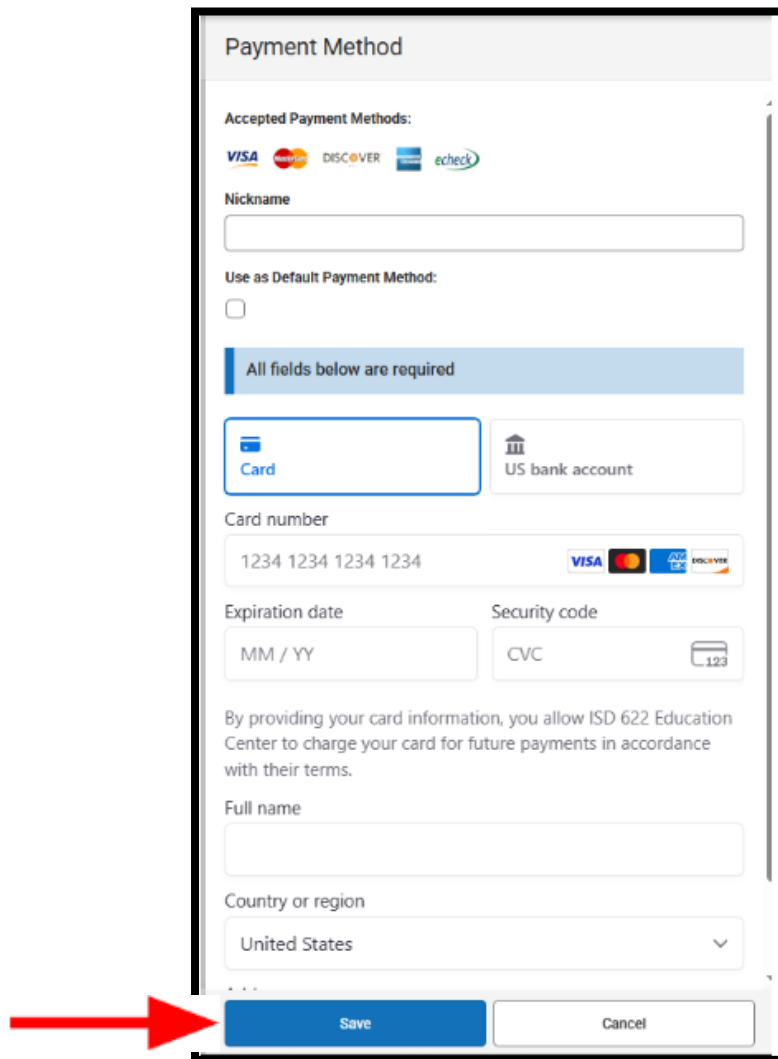
Step 4: Select My Cart



Step 5: Select Add Payment Method

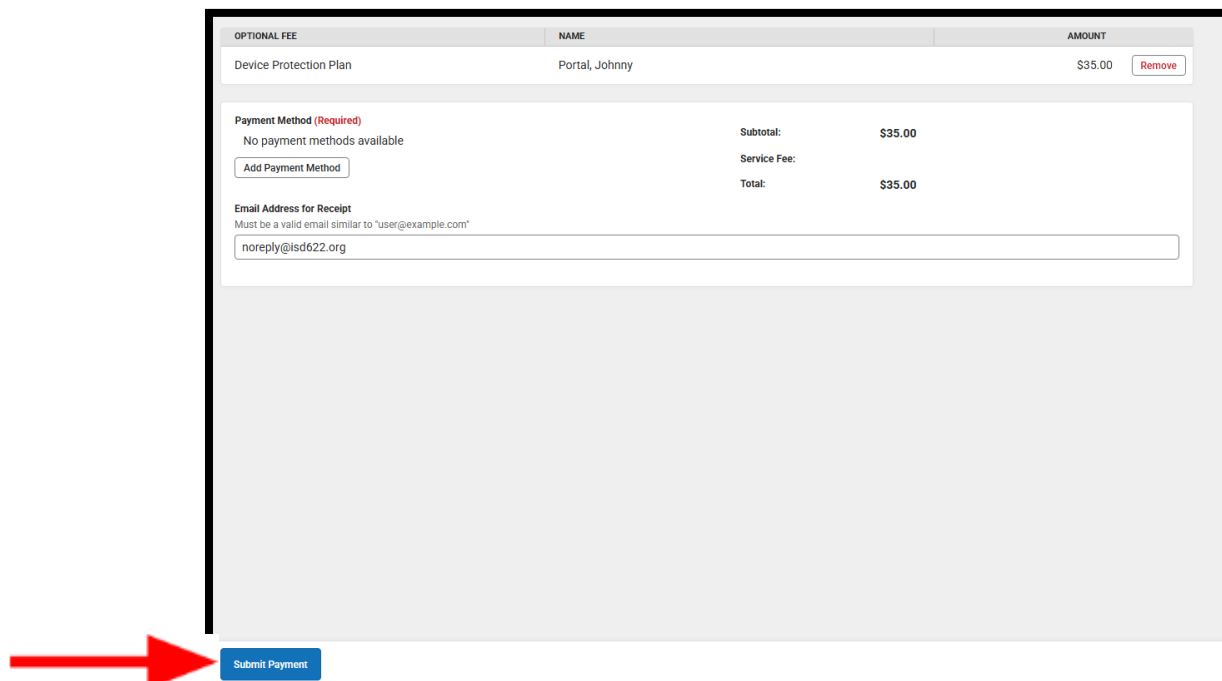


Step 6: Enter Your Payment Information, Select Save



The screenshot shows a 'Payment Method' form. At the top, it lists 'Accepted Payment Methods' with logos for VISA, Mastercard, DISCOVER, and echeck. Below this is a 'Nickname' text field. A checkbox labeled 'Use as Default Payment Method:' is present. A blue banner states 'All fields below are required'. There are two main options: 'Card' (highlighted with a blue border) and 'US bank account'. Under 'Card', there is a 'Card number' field with the placeholder '1234 1234 1234 1234' and logos for VISA, Mastercard, AMEX, and DISCOVER. Below the card number are 'Expiration date' (MM / YY) and 'Security code' (CVC) fields. A disclaimer states: 'By providing your card information, you allow ISD 622 Education Center to charge your card for future payments in accordance with their terms.' Below the disclaimer are 'Full name' and 'Country or region' (set to 'United States') fields. At the bottom, there are 'Save' and 'Cancel' buttons. A red arrow points to the 'Save' button.

Step 7: After payment information is entered and saved, select Submit Payment.



The screenshot shows a payment summary screen. At the top, there is a table with three columns: 'OPTIONAL FEE', 'NAME', and 'AMOUNT'. The table contains one row: 'Device Protection Plan', 'Portal, Johnny', and '\$35.00' with a 'Remove' button. Below the table, there is a 'Payment Method (Required)' section. It states 'No payment methods available' and has an 'Add Payment Method' button. To the right, a summary shows: 'Subtotal: \$35.00', 'Service Fee:', and 'Total: \$35.00'. Below this is an 'Email Address for Receipt' section with a note 'Must be a valid email similar to "user@example.com"' and a text field containing 'noreply@isd622.org'. At the bottom, there is a 'Submit Payment' button. A red arrow points to the 'Submit Payment' button.