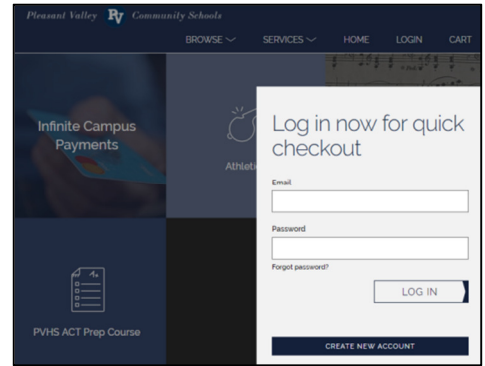


# Pleasant Valley Community School District

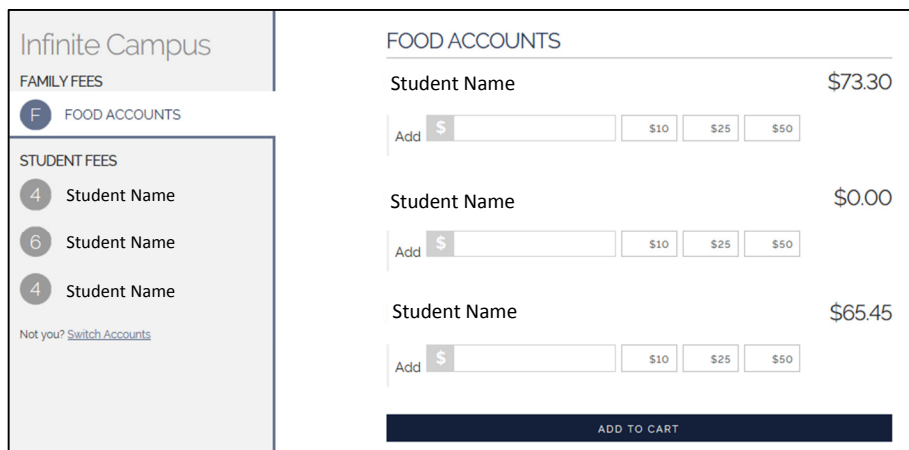
## Online Payments

Use this online payment system to pay your student’s school fees and make deposits to your student’s lunch account online via credit card. (Cash and check payments are also accepted at your student’s school building.)

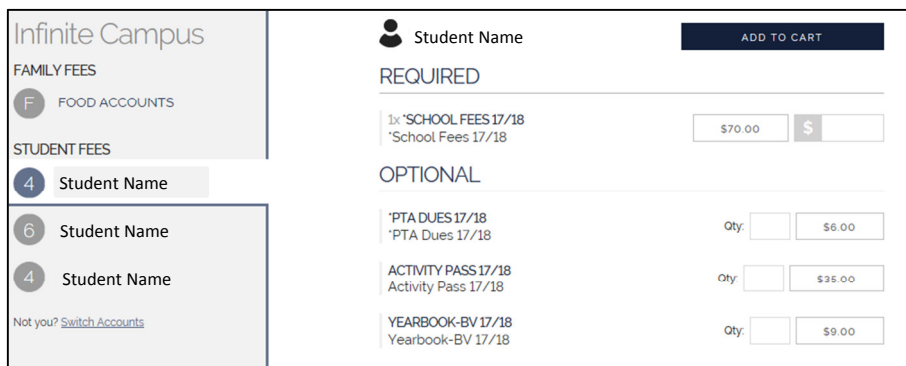
Note: To view previous school payments you have made, log into the Parent Portal and click on the Fees section. Then use this online payment system to make new payments.



1. Go to <http://pleasval.revtrak.net/tek9.asp>
2. If you have used the system before, enter your email and password to login. If you have not used it before, click “Create New Account” and fill-in the requested information.
3. Click on the “Infinite Campus Payments” button.
4. Login with the following information:  
 Username: Your Infinite Campus Parent Portal Username  
 If you do not have a Parent Portal login, please call the Belmont Administration Center at 563-332-5550 to establish one.  
 Password: Your student’s birthdate in MM/DD/YYYY format (including the slashes).  
 If you have multiple students in the Pleasant Valley District, any one of their birthdates will work.
5. Click “Log In”.  
 On the left of the screen, you can switch between “Food Accounts” or “Student Fees” for each of your students.
6. The “Food Accounts” screen will allow you to add money to your student’s food service account. You can select one of the pre-populated amounts or enter your own custom amount in the “Add” box.

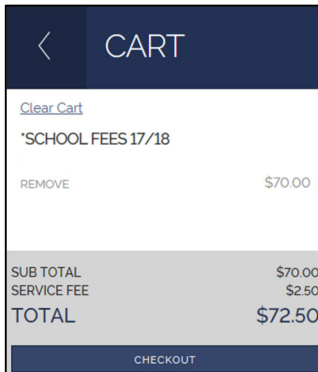


7. The “Student Fees” screen for each student will list any required fees at the top and optional fees below. Please note that the required fees allow you to enter a dollar amount for partial payments; the optional fees ask you to enter the quantity of items you would like to purchase.



## Pleasant Valley Community School District Online Payments

- Click the “Add to Cart” button on each page you wish to make purchases from.
- Your Cart will show all current purchases:



- If you wish to make additional purchases, click the arrow at the top of the Cart screen.
- If you are done shopping, click “Checkout”.

\*Note that a single \$2.50 service fee will be applied at checkout

(This is a once-per-checkout fee, so be sure to complete all your shopping before checking out to avoid being charged multiple service fees.)

### **Checkout**

- Select to use either an eCheck or a Debit/Credit card.
- Follow the prompts to enter your billing information.  
There will be a \$2.50 service fee applied to each checkout.