

Dear Herndon Parent:

We are excited to announce that as of August 21, 2020, you will be able to pay student fees/club fees, etc. over the internet 24 hours a day, 7 days a week using PayForIt.net.

By logging onto www.payforit.net, you can easily:

- Set up an account
- Assign your students to your account
- Pay for your student's school fees and activities
- Set email reminders to notify you when your child's school fees are due, monthly statements and other reminders
- Check your child's transaction history

To set up an NEW account, all you need is:

A copy of your child's CURRENT schedule or homeroom teacher (elementary). If your child has lost their schedule, please have them get one from the counselor's office. Your child's student identification number (from schedule), school, grade, first and last name.

A valid email address

A credit card or checking account

To login to and EXISTING account, all you need is:

Your username (probably your email)

Your password

If you have forgotten your username and/or password click on "Forgot username or password" and Payforit will email it to you. Please check your junk/spam folders if the email doesn't show up in your inbox.

Each child in your family can be set up on your account. When you pay for your student's fee or activity, there is a 3.5% charge per credit card transaction and \$1.75 if paid by check. Once you complete the transaction you will receive an email for your records. Please check your junk/spam folders if the email doesn't show up in your inbox. There is also a history section on the site for easy reference to previous transaction history.

If you have questions, please contact Mrs. Pearlle Johnson at 221-7676.