

How to Pay for a Sport's Activity Fee Online

1. Login into your skyward account (www.darien61.org). If you do not have your Login ID or password please contact your school.(Lace or EJH)
2. Click on “Open Family Access”
3. Up on the left hand corner, under “Family Access”, please click on the student who will be participating in a sport.
4. On the left hand side, please click on the tab “Fee Management”
5. Click where it says “Add A Fee”

The screenshot shows the top navigation bar of the Skyward Family Access website. It includes links for 'SKYWARD FAMILY ACCESS', 'CONTACT US', 'CALENDAR', and 'GOOGLE LOGIN'. On the right, there are links for 'District Home', 'Sign In', and a search bar. Below the navigation bar is a red banner with the Eisenhower Jr. High School logo and navigation links: '(Eisenhower Jr. High School) View Fees | View Payments | View Totals | Make a Payment | Add a Fee'.

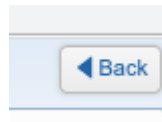
6. Please click “Add” for the Sport’s Activity Fee

Fees that can be added to this student's account [Display Fees]

Description ▲	Amount	Entity	Schl Yr	Why would I add this fee?	Add Fee?
General: PE Shirt	7.00	300	2022		<input type="button" value="Add"/>
General: PE Shorts	10.00	300	2022		<input type="button" value="Add"/>
General: Sport Activity Fee	45.00	300	2022		<input type="button" value="Add"/>
General: Uniform	17.00	300	2022		<input type="button" value="Add"/>

4 records displayed

7. Click on “Back” on the top right hand corner



8. Click on “Make a Payment”

(Eisenhower Jr. High School) [View Fees](#) | [View Payments](#) | [View Totals](#) | [Make a Payment](#) | [Add a Fee](#)

9. Click on “Update Payment Amount”

Food Service Payment:

Fee Management Payment:

10. Click on the box for “Sports Activity Fee” and click on “Update Cart”

Due Date ▲	Description	Amount Charged	Amount Paid	Amount Due	Pay Fee	Payment Amount	Remaining Due
08/19/2020	7th Grade Registration	287.00	0.00	287.00	<input type="checkbox"/>	0.00	287.00
08/13/2021	8th Grade Registration	287.00	0.00	287.00	<input type="checkbox"/>	0.00	287.00
09/08/2021	Sport Activity Fee	45.00	0.00	45.00	<input checked="" type="checkbox"/>	45.00	0.00

3 records displayed

Total Payment Amount for Selected Charges:

11. Click on “Pay Vendor” and then you will create an account or login into your Web Store Account