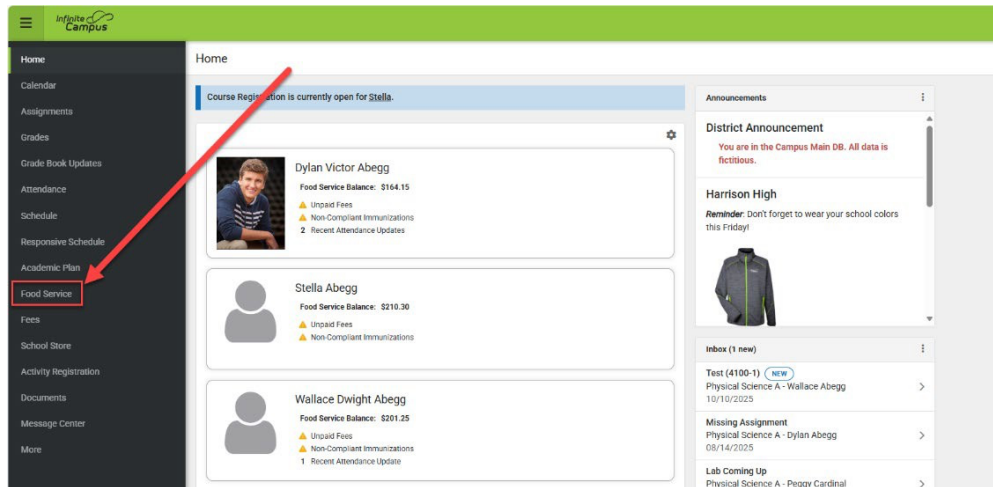


How to Make Food Service Payments in the Parent Portal

1. Login to the Infinite Campus Parent Portal, then click on the Food Service tab in the menu



2. Click the blue Pay button

Food Service

ACCOUNT NAME	ACCOUNT #	BALANCE	ACTIONS
Peggy Cardinal	5657	\$315.75	View
Stella Abegg	5659	\$210.30	View
Donald Abegg	5660	\$41.25	View
Dylan Abegg	5661	\$164.15	View
Wallace Abegg	5827	\$201.25	View
Pay			

3. Enter the amount of money you'd like to add to your student's account in the amount column, then click Add to Cart – you may add money to multiple students' accounts at the same time

Food Service

ACCOUNT NAME	ACCOUNT #	BALANCE	AMOUNT	ACTIONS
Peggy Cardinal	5657	\$315.75	\$0.00	View
Stella Abegg	5659	\$210.30	\$0.00	View
Donald Abegg	5660	\$41.25	\$0.00	View
Dylan Abegg	5661	\$164.15	\$25.00	View
Wallace Abegg	5827	\$201.25	\$0.00	View
Add to Cart Cancel				

4. Click My Cart and review each line item

Food Service

ACCOUNT NAME	ACCOUNT #	BALANCE	AMOUNT	ACTIONS
Peggy Cardinal	5657	\$315.75	\$0.00	View
Stella Abegg	5659	\$210.30	\$0.00	View
Donald Abegg	5660	\$41.25		View
Dylan Abegg	5661	\$164.15	\$25.00	View
Wallace Abegg	5827	\$201.25	\$0.00	View

[Add to Cart](#) [Cancel](#)

1 Item in Cart
\$25.00

[My Cart](#)

[My Accounts](#)

5. Add a payment method and enter an email address to receive a digital receipt

6. Click Submit Payment

Paying fees through the Campus Portal is a convenient way to make food service and fee payments.

FOOD SERVICE ACCOUNT	NAME	AMOUNT
Food Service Account: 5661	Abegg, Dylan	\$25.00 Remove

Payment Method (Required)

☒ VISA Preferred

[Add Payment Method](#)

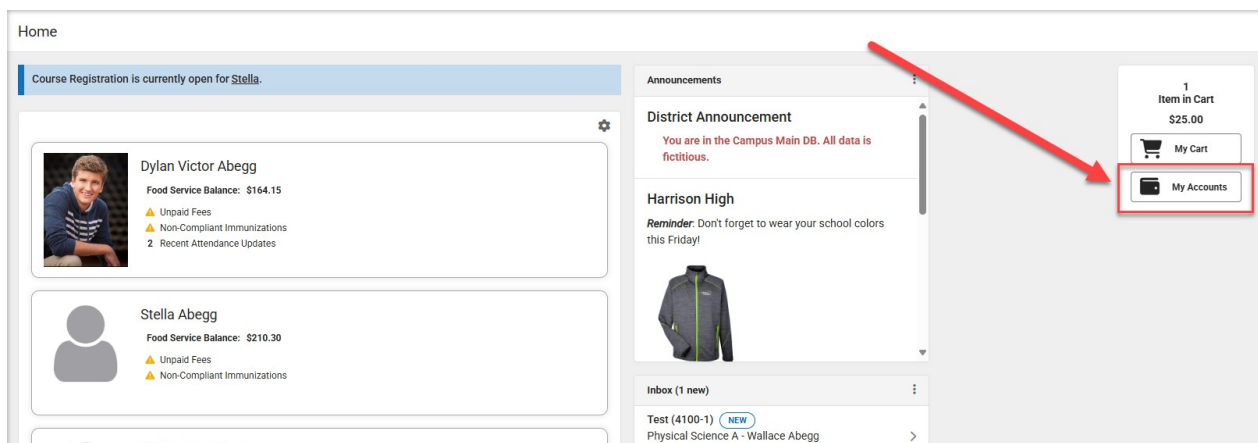
Email Address for Receipt
Must be a valid email similar to "user@example.com"

Subtotal: \$25.00
Service Fee: \$0.88
Total: \$25.88

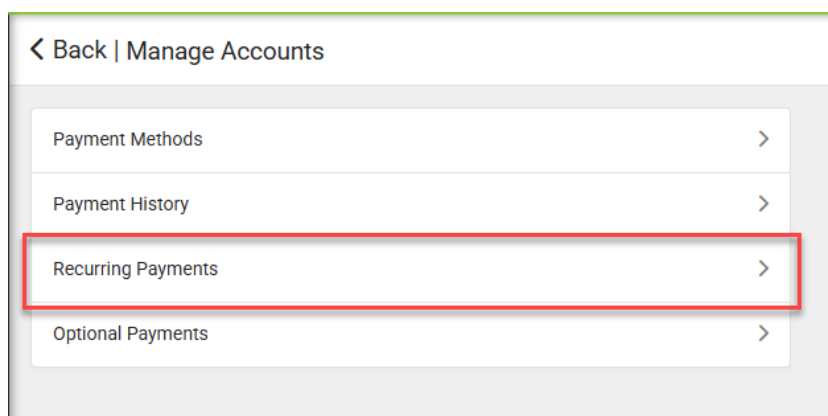
[Submit Payment](#)

How to Set Up Recurring Food Service Payments

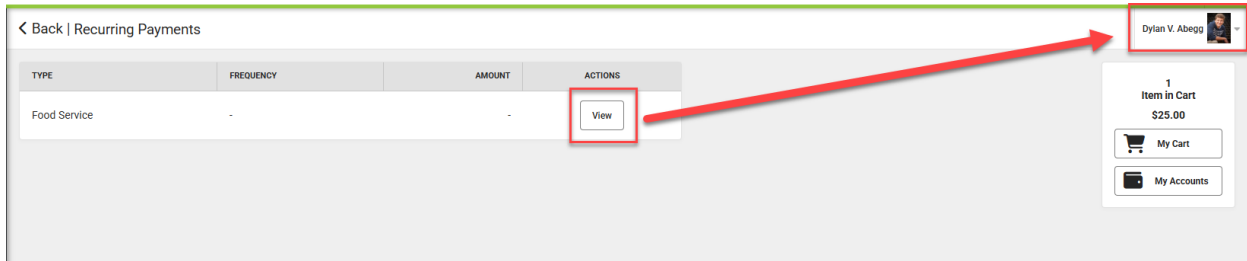
1. Login to the Infinite Campus Parent Portal and click on My Accounts underneath My Cart



2. Select Recurring Payments



3. Click the View button in the Actions column
 - a. Note the student selected in the top right corner – set up recurring payments for each student, if desired



4. Determine the frequency, the start and end date, and the amount of money to go into your student's account. Add your preferred payment method and an email address to get a receipt each time money is added to their account. Click Save.
 - a. The below picture shows a Low Balance Recurring Payment – \$20 will be added to the selected student's account when the POS account is at or below the threshold, \$5.

Recurring Payment

Food Service

Frequency

☐ Weekly
 ☐ Semi-Monthly (1st and 15th of Month)
 ☐ Monthly
 ☒ Low Balance

Start Date (Required)

10/17/2025

End Date (Required)

05/20/2026

Low Balance Amount (Required)

\$5.00

Payment Amount (Required)

\$20.00

Payment Method (Required)

☒ VISA Preferred

Add Payment Method

Service Fee

\$0.70

Total

\$20.70

Email Address for Receipt

Must be a valid email similar to "user@example.com"

noreply@noreply.com

Save

Cancel