



FEE MANAGEMENT MODULE

This module gives you on-line access to manage your child's fees. Family Access Fee Management will display the payments you've made, provide fee-waiver and free/reduced lunch information (if your child is eligible) and allow you to pay your fees on-line using a credit card in a safe and secure manner. You may also put money on your child's food service account if they eat the [breakfast or lunch](#) at school.

How to use the fee management module: Go to [Skyward Family Access](#) and using your Family Access login and password, select Fee Management on the left hand side of the screen. If you have more than one child, use the drop down menu at the top of the screen to toggle between the children and see the required fees for each student.

You have the option to pay the fees on-line. Select the Make a Payment option and follow the prompts. You'll be taken to our online invoicing provider, RevTrak, where you will choose the fees you wish to pay for your child and complete the payment process. New RevTrak users will have to establish an account, returning users will use the login that they established previously. RevTrak has a FORGOT my login/password function. Within 24 hours after the payment has been posted to your child's account, you will receive an e-mail receipt of payment from RevTrak.

Payments can also be made using a person check, bank check or money order. Please allow a minimum of 5 business days from the date of mailing for payments to be posted to your child's account.

All required fees are listed for payment and to be paid in order to receive your student's class assignments or schedule in August. If you are unable to pay your fees at this time, you can make payment arrangements or apply for a fee waiver.

If you have any questions regarding the Fee Management Module, please contact Marylou Gehringer, Registrar at mgehring@d41.org or 630-534-7529.

FEE SPECIFIC INFORMATION

8TH Grade Trip: All 8th grade students have a field trip late spring of each year. In the past, this event included a trip to Chicago with a bout tour, lunch and other events. This fee covers the cost of the transportation and all admission fees.

Assignment Book: This fee covers the cost of the assignment books used by specific grades.

Hadley Yearbook: This covers the cost of the Hadley Yearbook that is published annually. *Elementary yearbook* purchase is coordinated by each elementary school's PTA.

Recorder: This covers the cost of the recorder used by 3rd grade students in music.

3rd Grade Music Field Trip: This fee covers a field trip related to the curriculum for 3rd grade music.

Calculator: There is a specific calculator for grade 6 that is sold at a discounted rate and can be used over multiple years.