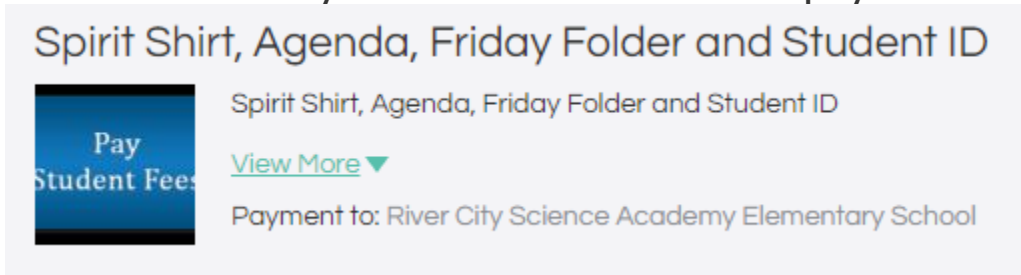


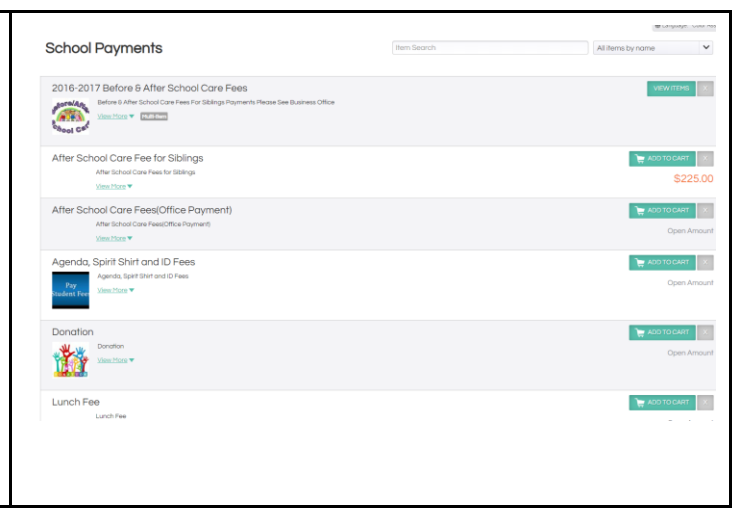
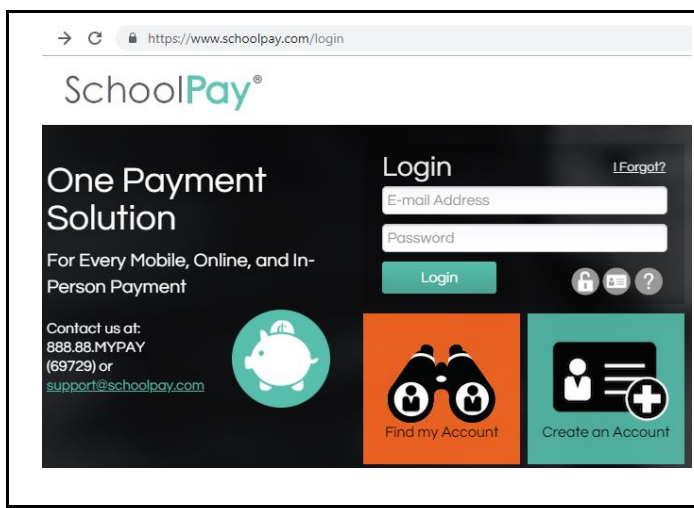


### Directions for setting up School Pay:

- 1 - Go to [www.schoolpay.com](http://www.schoolpay.com)
- 2 - Click *Create an Account*
- 3 - Enter the required information
- 4 - Select *Public School - River City Education Services - River City Science Academy Elementary School (NOT Duval County)*
- 5 - Enter student's first and last name and select *Add Student* - Then *Continue*
- 6 - Set Your Password
- 7 - Select the item you would like to make a payment for...



8 - Make the payment!





\*Any questions regarding setting up School Pay accounts should be directed to Mrs. Gajewski at [sgajewski@rivercityscience.org](mailto:sgajewski@rivercityscience.org).