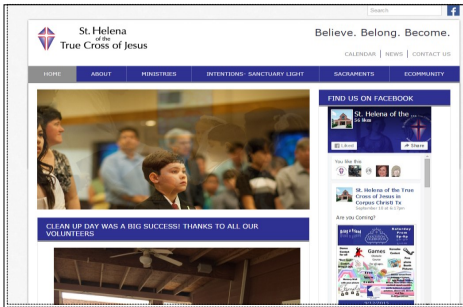




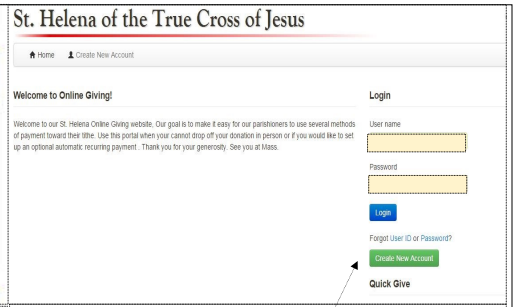
# Online payments for Religious Education.



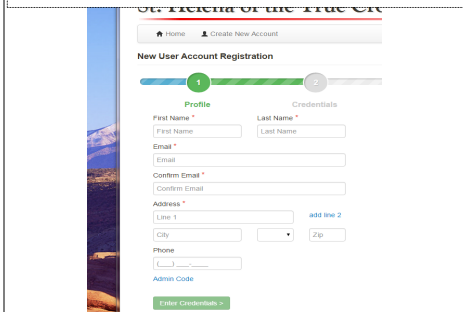
1. Go to [www.Sthelenacc.com](http://www.Sthelenacc.com) The home page will look like this.



2. Scroll down and find the Online Giving Portal icon. Click on it to see a login page.



3. Welcome to Online Giving! Click on the green button to create a new account.

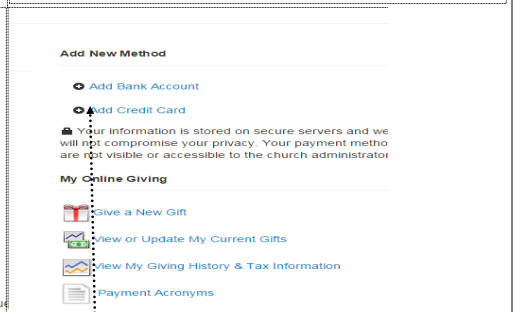


## 4. New User Account Registration

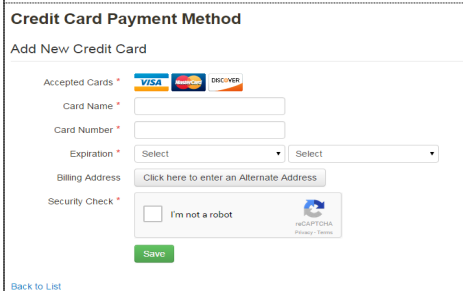
Fill in your information.



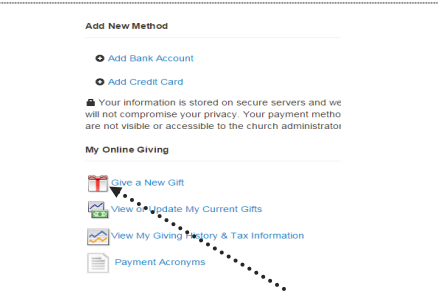
5. Click on Add or Update My Payment Methods.



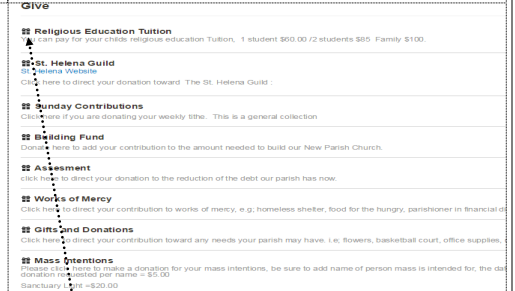
6. Add New Method. Choose between a Bank Account or a Credit card.



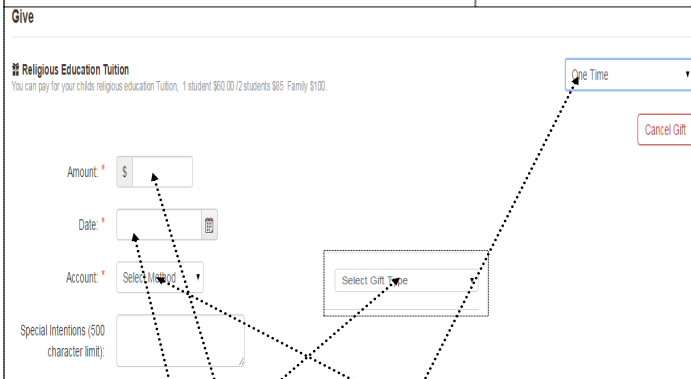
7. Credit Card Payment Method. Enter your information and click save.



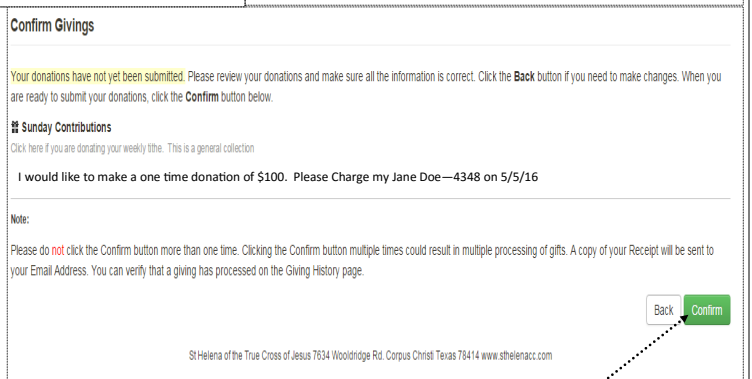
8. My Online Giving. Click on give a new gift icon.



9. Religious Education Tuition. Click on it.



10. Give: Enter \$60 for 1 student, \$85 for 2 students & \$100 for Family. Enter Date, select payment Account and click on Select Gift Type and choose One Time.



11. Confirm Givings. Review and click on the back button if you need to correct anything. If all is correct click on Confirm button only once.