

How to Make a Tuition Payment in Sycamore

Log In to your Account

Left hand side, go to My Accounting-Summary

Our Lady of the Presentation School
Inspiring Spiritual and Academic Growth
2019-2020

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If you have NOT set up payment methods in Sycamore you will need to do so.

Go to Payment Methods-Add Method

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Good Morning, George & Mimi

My Accounting / Summary

Summary Invoices Billing Payment Methods Add Method

Payment Method	Type	Name	Routing	Last 4	Expire
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Add Payment method, either Credit Card, eCheck. You may add more than one payment method

PayJunction Payment - Google Chrome

https://app.sycamoreschool.com/pj_payment.php

My Accounting / Summary / Payment Method

Credit Card eCheck

Credit Card #

Expire: Choose Year

CSC

Name On Card

Address 150 NW Murray Rd

City Lee

State Missouri Zip 64081

Accept Close

How to Make a Tuition Payment in Sycamore

Once payment methods are set up, to make a payment, click on the Summary tab and under Accounts, click the green PAYMENT button under 2019-202 tuition (or whatever account you want to make a payment)

Accounts			
Account	Description	Balance	
2019-2020 Tuition	Tuition Payments	432.00	Payment
		432.00	
Childcare Account			
Account	Description	Balance	
Childcare	Childcare Account	0.00	Payment
Cafeteria Account			
Account	Description	Balance	
Cafeteria	Cafeteria Account	0.00	Payment

You do not need to choose Student. You will need to choose your Payment Method, the amount you want to pay and click the box that you understand. Click payment and your payment will be made.

https://app.sycamoreschool.com/myfamilypayment.php?type=3&acc...
https://app.sycamoreschool.com/myfamilypayment.php?type=3&acctid=10...

My Accounting / My Account / **Payment**

Family: [REDACTED]
Student: [Dropdown]
Account: 2019-2020 Tuition [Dropdown]
Payment Method: Choose Method [Dropdown] →
Amount: [Input] →
 I understand that the amount entered above, plus the appropriate convenience fee, will be withdrawn from the selected Payment Method today.
Convenience Fees Apply Credit Card: 2.5% or Electronic Check: 2.5%
→ [Make Payment](#) [Cancel](#)

Once payment is submitted, you will receive a thank you for making the payment.