



Lunch Menu

You are now able to make your lunch menu payment online via the SmartTuition website (**Note:** You do not need a SmartTuition account to utilize this process). Our intention is to streamline the process. Although you can still use a check/cash, we encourage you to use the online method. Please follow the directions below.

DIRECTIONS:

1. Open the Lunch Menu (click [HERE](#) to open the menu now)
2. Enter the Student's Name (**this field is required**)
3. Select the Student's Teacher/Room No from the drop down box (**this field is required**).
4. Check the boxes for your lunch selections
5. Repeat steps 1 thru 4 for each of your children.
 - a. To make an online payment see below.
6. Print the form(s)
7. Send form(s) to the office.

To Pay Online:

1. Click on the **Pay Online** button at the bottom of the form.
2. This will open your browser and send you to the **SmartTuition Website**.
3. Enter the total amount owed. **Note:** If you are paying for more than one student, please add the amounts together on each of the forms and pay the total amount for your family. You **DO NOT** need to perform a separate transaction for each student.
4. Click the **Select** button.
5. **Enter** the student(s) last name.
6. Click the **Add to Cart** button.
7. Click the **Checkout** button.
8. Enter your payment information (**Note:** You may pay via your checking account or via a credit card (AMEX is not accepted). There is **NO** cost using your checking account and a small transaction fee of 2.65% for using your credit card.
9. Click on place order.

DO NOT FORGET to PRINT the form and send it in to the office! The form and payment must be received by the DUE DATE.