

Fees Wizard - Start Here

Last Modified on 06/18/2026 9:46 am CDT

The Fees Wizard may be used to create, void, or exempt a fee, remove an exemption from a fee, adjust fee assignments, or mark fee assignments as uncollectible. The Fees Wizard only assigns fees to students (people records in Census with an Enrollment record), and can be used at the School or District level.

How-To Guides

- [Create fee assignments | Video](#)
- [Adjust fee assignments | Video](#)
- [Void fee assignments | Video](#)
- [Exempt or unexempt fee assignments | Video](#)
- [Mark fees as uncollectible | Video](#)
- [View Fees Wizard logs](#)

Reference

Administrator Setup

- [Fees Setup](#)
- [Fee Maximums](#)
- [Tool Rights for Fees Wizard](#)