

Payment Methods

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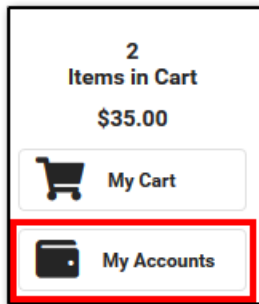
This functionality is only available to districts who have purchased Online Payments.

New Payment Processor (Stripe)

The Payment Methods tool is where you add and delete methods for making payments in Campus. Depending on the payment methods your district accepts, you can pay by credit card, checking account, or savings account.

Where do I go to add a Payment Method?

The Payment Methods tool is part of My Accounts.



How do I add a Credit Card/Debit Card?

1. Click **Payment Methods**.
2. Click **New** at the bottom of the screen.
3. Select the **Card** option.
4. Enter all required information.
5. Click **Save**.



For more details, see the following [Add a Payment Method](#) section.

How do I add a Bank account?

1. Click **Payment Methods**.
2. Click **New** at the bottom of the screen.
3. Select the **US bank account** option and select one of two options:
 - a. **Automatic bank validation**
 1. Search for or select your bank. A secure payment vendor screen will open.

Payment Method

Accepted Payment Methods:

VISA  DISCOVER  amex

Nickname:

Use as Default Payment Method:



☐



All fields below are required

☐ Card ☐ US bank account

Email

Search for your bank

CHASE  Bank of America  WELLS FARGO

Capital One  NAVY FEDERAL Credit Union  usbank

Enter bank details manually instead (takes 1-2 business days)

Full name


Country or region

United States


Address


Save Cancel

- Carefully follow the on-screen prompts to log into your bank account and select the account for your payment method.



Log in with Chase

 Infinite Campus uses Stripe to connect your accounts
Connection is fast and simple.

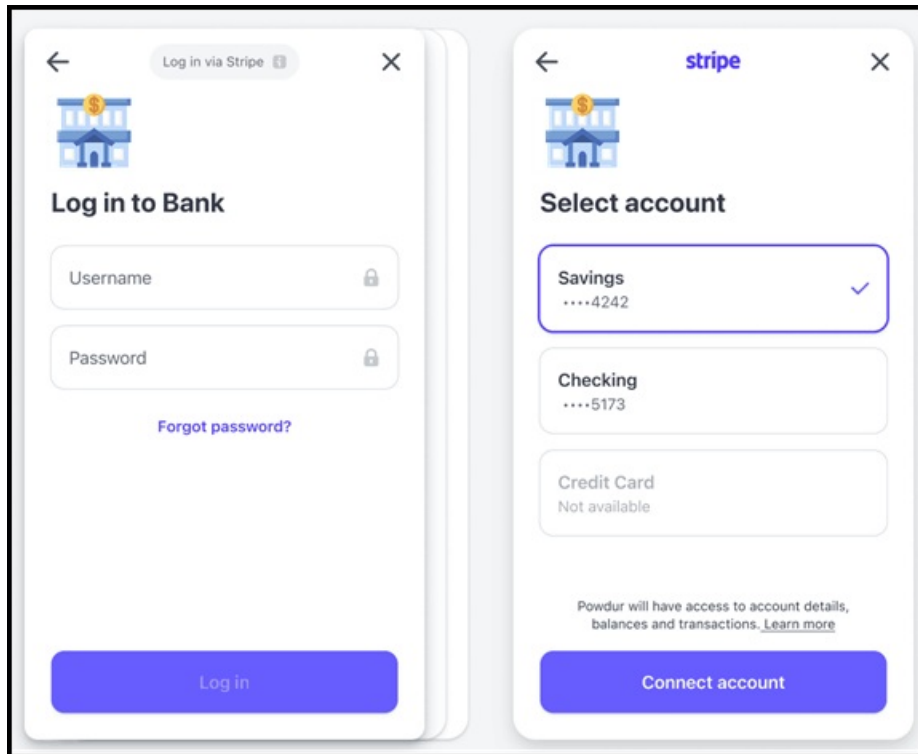
 Data is encrypted
Infinite Campus can [access data](#). You can disconnect at any time.

By connecting via Stripe, you agree to the [Terms and Privacy Policy](#)

Agree and continue

Manually verify instead (takes 1-2 business days)

- During this process, users must add their bank login credentials.



b. **Enter bank details manually.**

1. Click **Enter bank details manually instead.**

Payment Method

Accepted Payment Methods:

VISA DISCOVER AMERICAN EXPRESS

Nickname:

Use as Default Payment Method:

☐

All fields below are required

Card ☐ US bank account ☒

Email

Q Search for your bank

CHASE Bank of America WELLS FARGO

Capital One NAVY FEDERAL Credit Union usbank

Enter bank details manually instead takes 1-2 business days

Full name

Country or region

United States

Address

Save Cancel

2. Enter your routing and account number.

Enter bank details


Your bank information will be verified via micro-deposits to your checking account.


3. Click **Submit**.
4. If you would like to save the bank account with Link, enter your email address and click **Save with Link**. If not, click Not now.

stripe

×

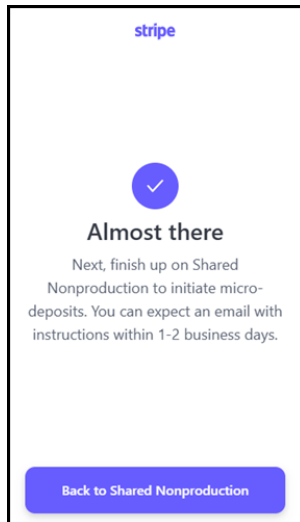
Save account with Link

 Share your account faster everywhere Link is accepted.

 Link encrypts your data.

By saving your account, you agree to the Link [Terms and Privacy Policy](#)

5. It will take 1-2 business days for micro-deposits to be sent to your bank account. A verification code will be within the descriptor that will need to be entered within the payment method to verify the bank account. Click the back button to return to the Payment Method side panel.



4. Enter all required information.
5. Click **Save**. This bank account will then be listed as ACTION REQUIRED and cannot be used until the account has been verified.

PAYMENT METHODS	EXPIRES	DEFAULT
6789 ACTION REQUIRED echeck >		

6. To verify the account, you can find instructions in the email you received, or you can log into your bank account, locate the micro-deposit, and find the 6-digit code in the statement descriptor for that deposit. The account can be verified through the email, or you can return to Campus to verify the account by entering the 6-digit code:

Payment Method

Account Verification Required
Verify

Nickname

Use as Default Payment Method:

☐

Account Number

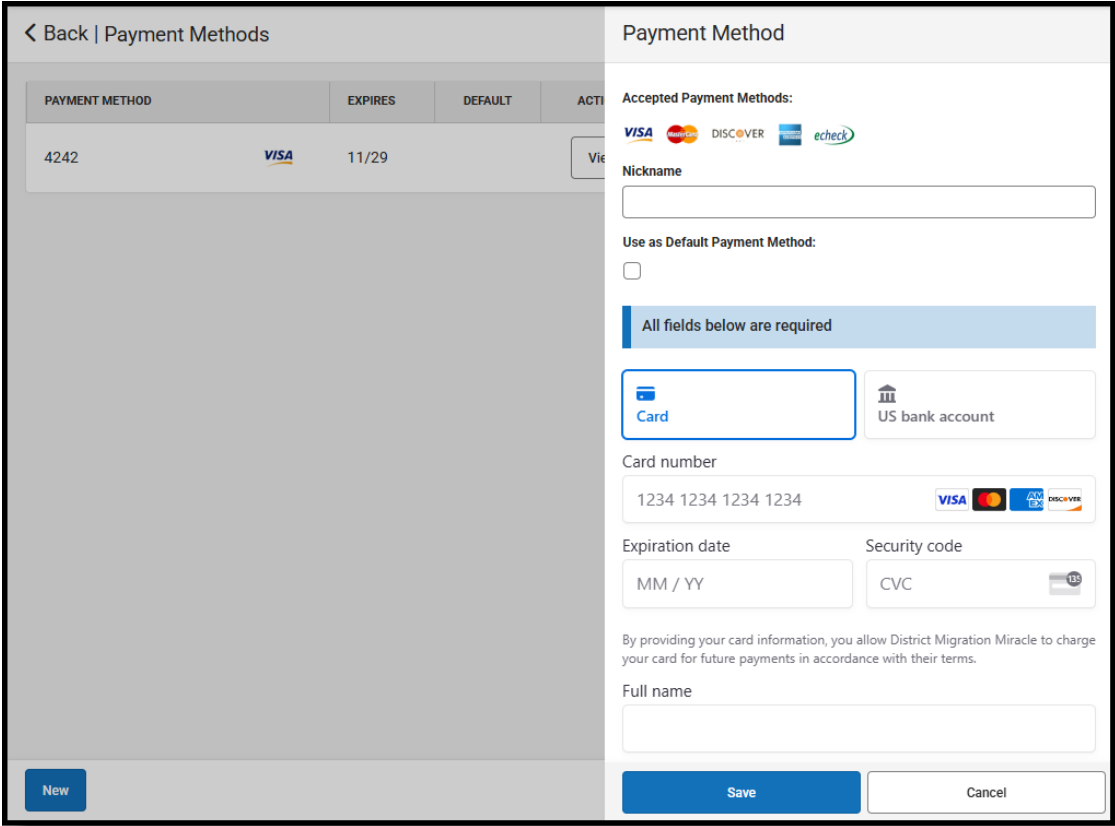
6789

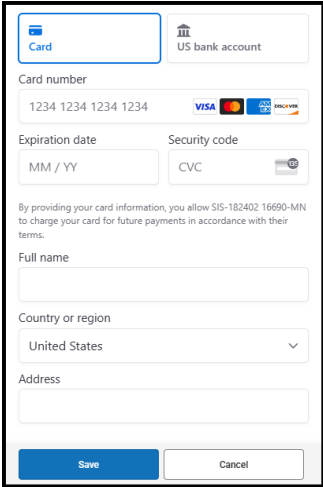
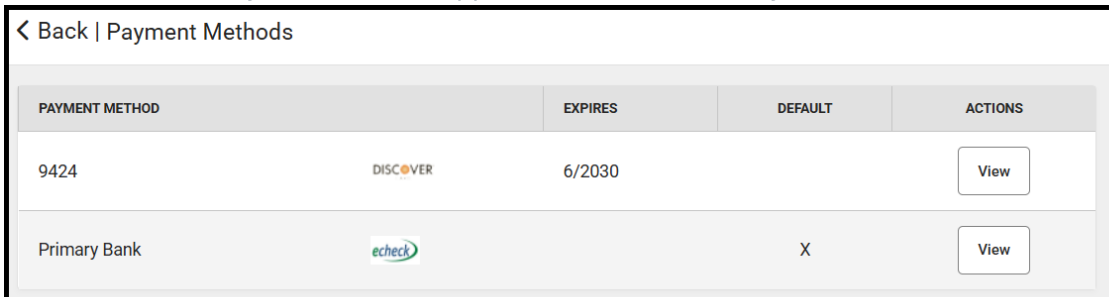
Routing Number

110000000

Add a Payment Method

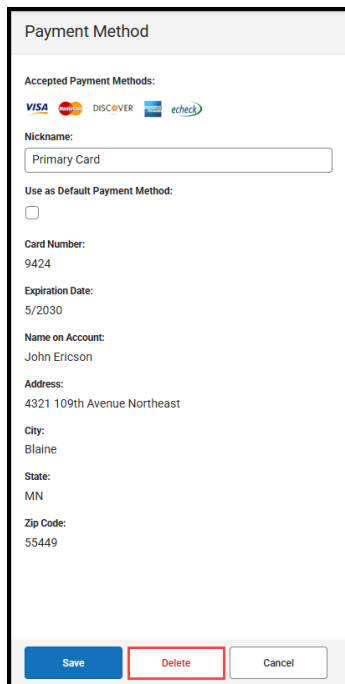
Page 6

Step	Action
2	<p>Click New. The Payment Method panel displays.</p> 
3	<p>You may enter the optional information fields:</p> <ul style="list-style-type: none"> • Nickname - This is an optional name that appears on the Payment Methods screen to help you identify the Payment Method. If you choose not to enter a Nickname, part of the account number displays instead. • Default Payment Method - If you mark the Use as default checkbox, Campus makes this card your default Payment Method.
3	<p>Select one of the following options:</p> <ul style="list-style-type: none"> • Card • US bank account. For more detailed information, review How do I add a Bank account?

Step	Action
4	<p>Enter all required information.</p> 
5	<p>Click Save. The Payment Method appears in the table of Payment Methods.</p>  <p>If you entered something in error, changes cannot be made. Instead, delete the card and re-enter everything as a new Payment Method.</p>

Delete a Payment Method

1. Click **My Accounts**.
2. Select Payment Methods.
3. Select the Payment Method that will be deleted.
4. Click **Delete**. A Confirm Delete message will appear.



5. Click **Delete**. A Deletion Successful message will appear.

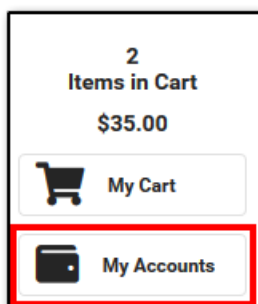
Previous Payment Processor

► [Click here to expand...](#)

The Payment Methods tool is where you add and delete methods for making payments in Campus. Depending on the payment methods your district accepts, you can pay by credit card, checking account, or savings account.

Where can I go to add a Payment Method?

The Payment Methods tool is part of My Accounts.



How can I add a Credit Card/Debit Card?

1. Click **Payment Methods**.
2. Click **New** at the bottom of the screen.
3. Select the **Credit Card/Debit Card** option. (This option only displays if your district also accepts payments from Checking and Savings accounts.)

4. Enter all required information.
5. Click **Save**.

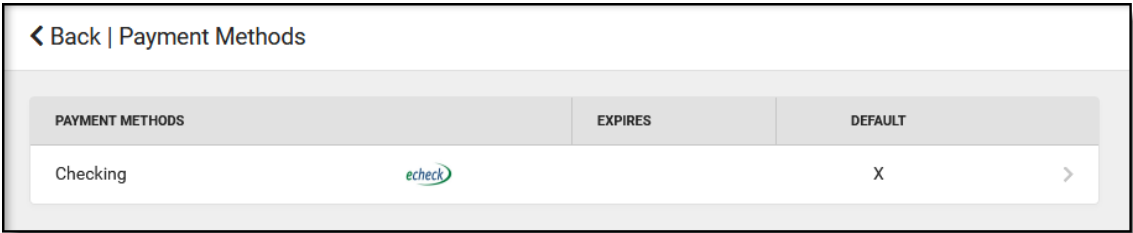
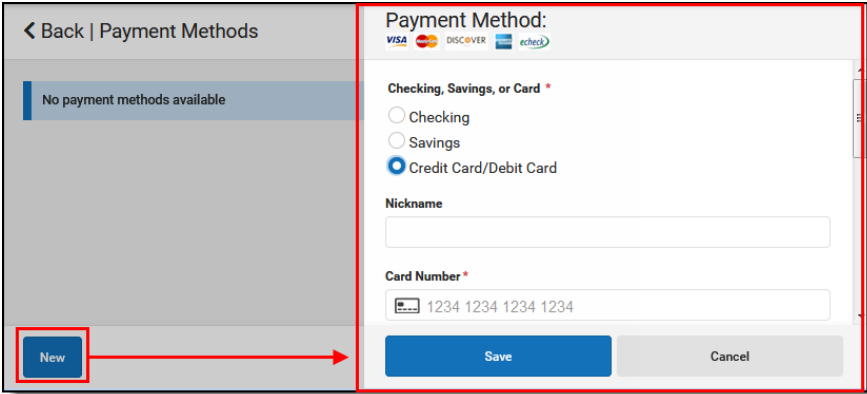
For more details, see the following [Add a Payment Method](#) section.

How can I add a Checking/Savings account?

1. Click **Payment Methods**.
2. Click **New** at the bottom of the screen.
3. Select the **Checking** option or the **Savings** option. (This option only displays if your district also accepts payments from Credit Cards/Debit Cards.)
4. Enter all required information.
5. Click **Save**.

For more details, see the following [Add a Payment Method](#) section.

Adding Payment Method

Step	Action
1	<p>Click Payment Methods.</p> <p>Result The Payment Method screen displays. If you previously added a payment method, it displays on this screen.</p> 
2	<p>Click New at the bottom of screen.</p> <p>Result The Payment Method Panel displays.</p> 

Step	Action
3	<p>Select one of the following options:</p> <ul style="list-style-type: none"> • Checking • Savings • Credit Card/Debit Card <p>These options only display if your district also accepts payments for all payment types.</p>
4	<p>Enter all required information. Optional information includes the following:</p> <ul style="list-style-type: none"> • Nickname - This is an optional name that appears on the Payment Methods screen to help you identify the Payment Method. If you choose not to enter a Nickname, part of the account number displays instead. • Default Payment Method - If you mark the Use as default checkbox, Campus makes this card your default Payment Method.

Step	Action
	<p>Payment Method</p> <p>Accepted Payment Methods</p> <p>VISA DISCOVER echeck</p> <p>Checking, Savings, or Card *</p> <p><input type="radio"/> Checking</p> <p><input type="radio"/> Savings</p> <p><input checked="" type="radio"/> Credit Card/Debit Card</p> <p>Nickname</p> <p><input type="text"/></p> <p>Card Number *</p> <p>0000 0000 0000 0000 <input type="text"/></p> <p>Card Expiration * CVV *</p> <p>00 00 123</p> <p>Name on Card *</p> <p>JO <input type="text"/></p> <p>Save</p>
5	<p>Click Save.</p> <p>Result</p> <p>The Payment Method appears in the table of Payment Methods.</p> <p>If you entered something in error, changes cannot be made. Instead, delete the card and re-enter everything as a new Payment Method.</p>

← Back | Payment Methods

PAYMENT METHODS	EXPIRES	DEFAULT
xxxxx6789 echeck		
Credit Card VISA	06/21	X

Deleting Payment Method

1. Click **My Accounts**.
2. Select **Payment Methods**.
3. Select the Payment Method that will be deleted.
4. Click **Delete**. A Confirm Delete message will appear.

Back | Payment Methods

PAYMENT METHODS	EXPIRES	DEFAULT
Primary Payment Method	VISA	11/29

New

Payment Method

Accepted Payment Methods
VISA DISCOVER

Nickname
Primary Payment Method

Card Number *

Card Expiration *

First Name *

Last Name *

Donald

Abegg

Address *
4321 109th Ave NE

Zip Code *
55449

Default Payment Method
☒ Use as default

Save

Delete

Cancel

5. Click **Delete**. A Deletion Successful message will appear.