

Vendor Information (Payments Setup) - New

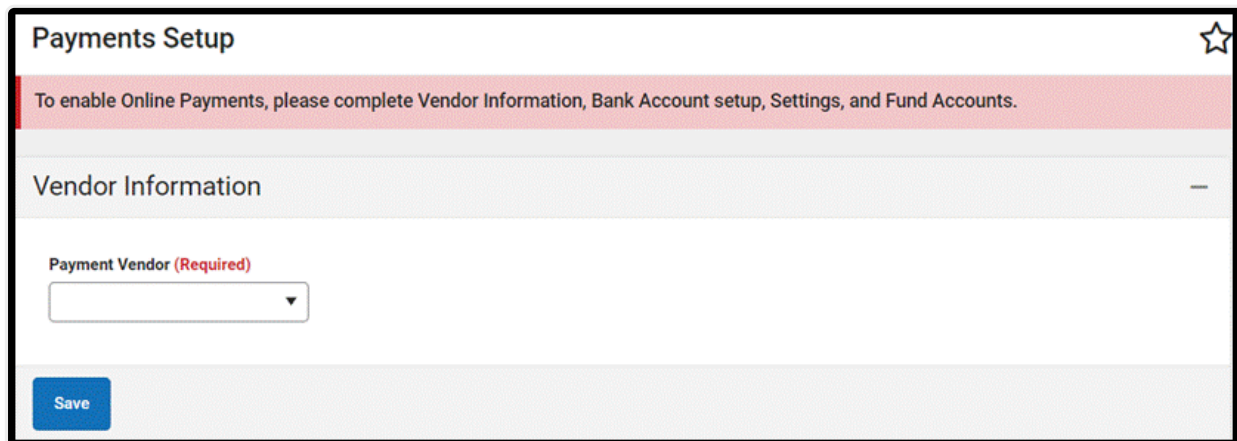
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[Vendor Information Setup](#)

Tool Search: Payments Setup

The Vendor Information editor is used to identify your district's credentials and determine which payment methods your district accepts.

Vendor Information is established at the district level. That means you must select **All Schools** and **All calendars** in the Campus toolbar to use the Vendor Information tool.



The screenshot shows the 'Payments Setup' interface. At the top, there is a red banner with the text: 'To enable Online Payments, please complete Vendor Information, Bank Account setup, Settings, and Fund Accounts.' Below this, the 'Vendor Information' section is highlighted. It contains a dropdown menu labeled 'Payment Vendor (Required)' and a 'Save' button at the bottom left.

Vendor Information Panel

Vendor Information Setup

1. Select a **Payment Vendor**.
2. Click **Request Merchant Account**. A Merchant Account ID will appear with an Account Status of Information Required.
3. Click **Complete Onboarding**.
4. Enter all required fields on the Tell Us About Your Business form and click **Continue**.
5. Enter all required fields on the Verify Your Personal Details page and click **Continue**.
6. Review all Onboarding fields and click **Agree and Submit**. You will be taken to the Bank Account Setup screen.
7. Enter all required banking fields and click **Complete Onboarding**. You will return to the Payments Setup screen.

Pending and Inactive Vendor Information

When a district is migrating from Infinite Campus Payments to Stripe and requests a Stripe Merchant Account, a Pending Vendor section will display in Vendor Information.

Payments Setup ☆

Online Payments

ON

Vendor Information

Payment Vendor:

Infinite Campus Payments Sandbox

Merchant Account ID:

t1_mer_6036811feb39d2ec628f0dc

Pending Vendor

Payment Vendor:

Stripe Non-production

Merchant Account ID:

acct_1RX33L4D01qUt1v2

Account Status:

INFORMATION REQUIRED

Complete Onboarding

After districts have Completed Onboarding, Vendor Information will have a Migrate button.

Vendor Information

Payment Vendor:

Infinite Campus Payments Sandbox

Merchant Account ID:

t1_mer_6036811feb39d2ec628f0dc

Pending Vendor

Payment Vendor:

Stripe Non-production

Merchant Account ID:

acct_1RUEG74JfNKpOwpX

Account Status:

ENABLED

Migrate

Once a district is fully migrated, an Inactive Vendor status will replace Pending Vendor.

Payments Setup ☆

Online Payments

ON

Vendor Information

Payment Vendor:
Stripe Non-production

Merchant Account ID:
acct_1RotN1QL8G0sJF1H

Account Status:
ENABLED

Inactive Vendor

Payment Vendor:
Infinite Campus Payments Sandbox

Merchant Account ID:
t1_mer_6036811feb39d2ec628f0dc

Inactive as of 07/25/2025 04:47 PM

Vendor Management

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