

# Student Record Print Invoice

Last Modified on 04/06/2026 1:27 pm CDT

The Print Invoice option allows users to print a specific invoice for the student.

Print Invoice(s)

**Select Calendar Year**

**Select Invoice**

Clear

Generate

Cancel

Dependent Care Print Invoice Editor

## Print Invoice Fields

Field	Description
<b>Select Calendar Year</b>	Use the drop-list to select the calendar year for which to view and print invoices.
<b>Select Invoice</b>	Click on the Select Invoice field to view a list of all invoices available for the selected calendar year. Once the list appears, select the desired invoice(s). This is a multi-select field and users may select as many invoices as desired. <b>NOTE:</b> A Calendar Year must be selected before a list of available invoices will generate.
<b>Generate</b>	Press <b>Generate</b> to view a PDF printout of all selected invoices.
<b>Cancel</b>	Press Cancel to exit without printing invoices.