Install and set up Campus Payments Terminal

Last Modified on 10/29/2026 9:56 am CDT

Path: School Store > Administration > Device Management

Use this process to install and register the Campus Payments Terminal application on a computer that will be used to process payments.

Before you begin

Before installing the Campus Payments Terminal, ensure:

- Payments setup is complete.
- Required tool rights have been assigned to administrators and staff.
- A device record has been created in Device Management and you have access to the device's:
  - Infinite Campus URL
  - Verification Code
- A USB M2 card reader is available.

Install and register the application

1. Under Pending in Device Management, select the device the application will be installed on.
2. Download and open the Campus Payments Terminal installer file.
3. Confirm the install location and click **Install**.
4. Click **Finish**.
   - If **Run Campus Payments Terminal** is selected, the application opens automatically.
5. Open the Campus Payments Terminal application.
6. Enter the **Infinite Campus URL** and **Verification Code**. These can be found by selecting the device in Device Management under the Pending tab.
7. Click **Register**. If prompted, enter your Campus credentials in your default browser. The browser then displays an Authorization Successful message.
8. Plug the M2 reader into your computer. Under USB Reader Management, the M2 reader serial number will appear with a connected status.

Note: If a Location Access Required message appears, location services are not enabled for the computer. Click **Turn on location access** and, in Settings > Privacy & Security > Location, turn Let apps access your location to **On**.

Impact

The computer is now configured to process payments with the USB M2 card reader.

Additional considerations

- Users are automatically logged out each night and must sign in again when they return to the application.
- To register the computer using different device credentials, uninstall the application and then perform the installation and registration process again.

What's next

Users can use the Campus Payments Terminal with supported Campus Payments workflows. When choosing a Processing Mode, select USB Reader.

- Food Service deposit
- Record Fee payments
- Record roster payments
- Make a payment in Dependent Care
- Record a tuition payment