

# FeePay Directions

Go to <https://sowashco.feepay.com/>

- If this is your first time in the system, parents should create account
- Click on Pay Activities Fees
- Families that qualify for free or reduced lunches will have their fee reduced. Families must click the yes box when they first create account for this to be in system.
- Add students to the account and attach to district using their student ID # (found in Parent Portal).
- List of sports/activity for your season should appear.
- If child's current physical is not in system, you will receive a message stating you are not eligible to register your child for an activity at this time.
- If this occurs, turn in, Email or Fax 651-425-3760 a copy of your sports qualifying physical into the Activities Office and you will be able to register the next day.
- Click on form for sport or activity -complete and submit
- Check out - click on cart in right hand corner
- Payment can be made via credit card or echeck.
- Click process

Call the Activities Office if you have any questions 651-425-3759.

Directions after profiles are made.

Directions:

Go to <https://sowashco.feepay.com/>

Login to your feepay account.

Click on Activities (upper left hand corner)

List of sports/activity for your season should appear.

Click on form for sport or activity -complete and submit

Check out - click on cart in right hand corner

Payment can be made via credit card or echeck.

Click process

Call the Activities Office if you have any questions 768-3759.