

# PayForIt.net Directions

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To Sign up for the PayForIt.net service, you will need your student ID number.

## How to Sign Up for PayForIt.net

Log on to [www.payforit.net](http://www.payforit.net) and select the “*Sign Up*” option from the menu. The screens will guide you through the process to establish your account.

1. There is a fee charged for each transaction conducted.
2. You will be prompted to enter your contact data, password, payment information, etc.
3. You will need to indicate which student(s) to attach to your account. Students are already loaded in the PFI (PayForIt) system. If you are unsure of your student’s ID number, please contact your school’s principal.
4. Once you have set up your account, you can select “*Make Fee Payment*” from the fees menu.
5. The fees owed on your account are listed. When using a credit card to make a payment, use the previous button instead of the back button during credit card processing to avoid an interruption in the process

Once all information is entered, PFI will email a validation code for you to confirm the registration. Once confirmed you can begin using PFI as often as you’d like.

Logging in simply requires going to [www.PayForIt.net](http://www.PayForIt.net) and entering your login and password. Each time you log on, school messages and the balance(s) of the student(s) on your account are displayed on the Home Page.