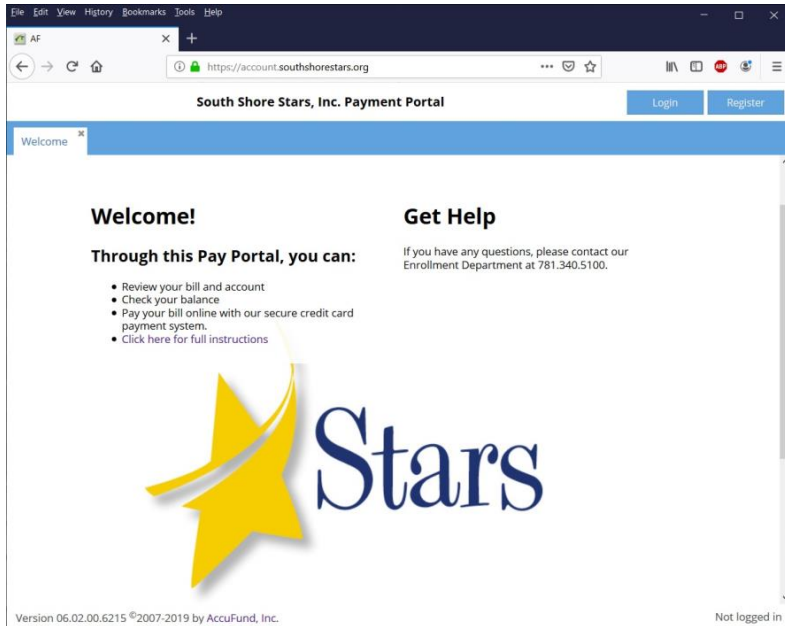




South Shore Stars, Inc. Payment Portal Getting Started Guide




Welcome to Stars new PayPortal. Here you can pay your bill, see your account, and see past payments. You will need to register within PayPortal to have access.

To register, you will need a statement that has your account number

and an invoice number.

All current Stars Statements have this info.



**200 Middle Street
East Weymouth, MA 02189**

STATEMENT
STARS Tax ID# is: 23-7097840

DATE
10/16/2019

Sally A Sample
200 Middle Street
East Weymouth, MA 02189

Account Number: Sample, Sally

PAYMENTS ARE DUE WEEKLY IN ADVANCE OR IN FULL BY THE 15th OF THE MONTH

NOVEMBER 2019 Billing 11/1/2019 - 11/30/2019
NOTE NEW WEEKLY BILLING
Stars is Closed on 11/28 & 11/29 for Thanksgiving

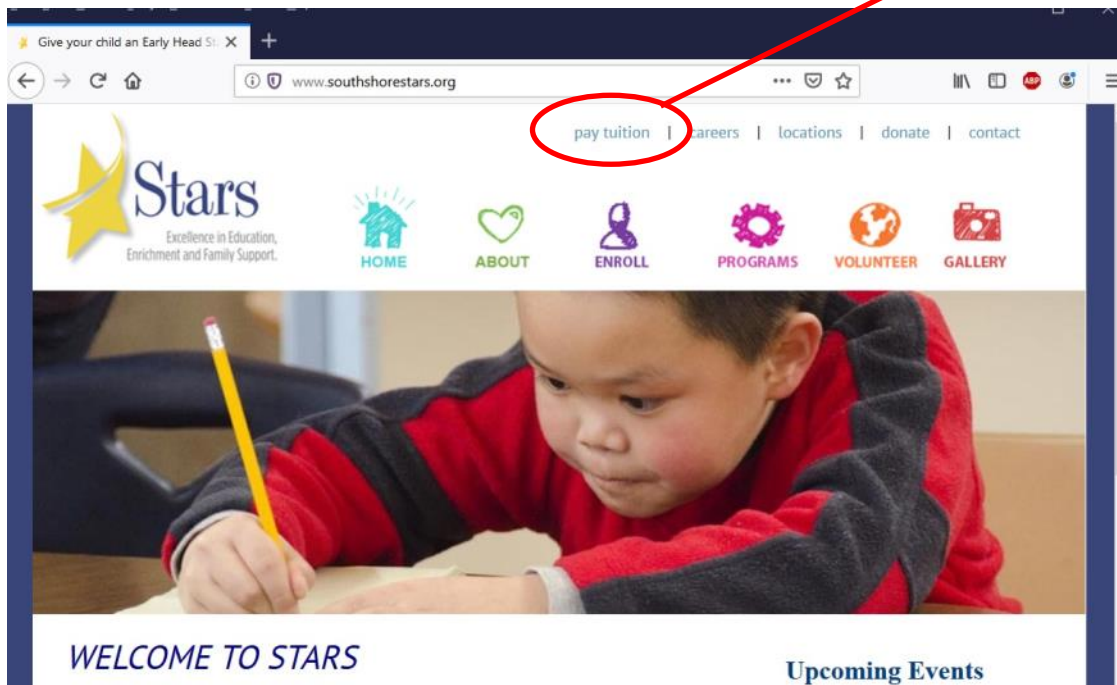
Invoice Date	Invoice Number	Original Amount	Pmts and Adjustments	Amount Due	Payment History		
Service / Description					Date	Check/Reference	Amount
10/10/2019	89082	1.00	0.00	1.00			
	Bill Deposit						

Current	30 Days	60 Days	90 Days	Credits	Balance	
1.00	0.00	0.00	0.00	0.00	1.00	Total Amount Now Due 1.00

For payments made during current month, please see Payment History page.

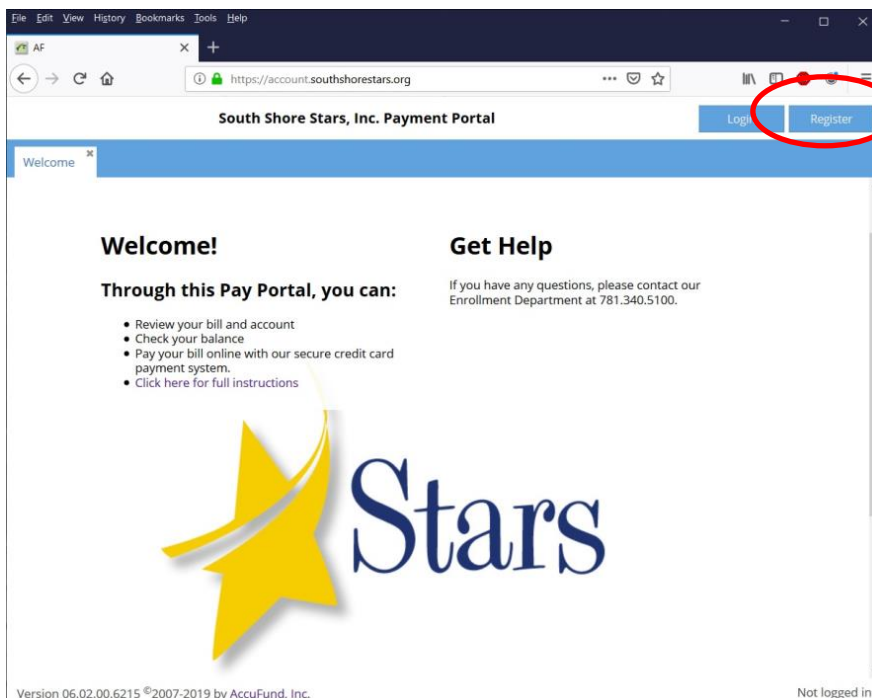
***** Now Pay Online at account.southshorestars.org *****
Click either 'Login' or 'Register' at the top right of the page

To get to the Stars PayPortal page go to www.southshoestars.org and click pay tuition



**Or use the direct address
<https://account.southshoestars.org>**

One Time Registration: Step 1



Click on Register at the top right of the page.

One Time Registration: Step 2

A registration box will open
You will be asked to enter a username
This can be any username you wish

Your Email address

A Password
And confirm the Password
(retype the password you just chose)

Create a login to access your account

Register Cancel

ACCUFUND

Username: SallySample

Email: sallysample@notreallyanemail.cor

Password:

Confirm Password:

I have a(n) ...: --Select one

Create a login to access your account

Register Cancel

ACCUFUND

Username: SallySample

Email: sallysample@notreallyanemail.cor

Password:

Confirm Password:

I have a(n) ...: --Select one

Registration Code

Invoice

At the last option:
I have a(n) ...
Choose Invoice from
the drop down

Enter your Account Number
And an invoice number
From your Stars Statement

Invoice Date	Invoice Number	Original Amount	Pmts and Adjustments	Amount Due	Payment History
Service / Description					Date Check/Referenc
10/10/2019	89082	1.00	0.00	1.00	
Bill Deposit					

Enter your Invoice Number
From your Stars Statement

Create a login to access your account

Register Cancel

ACCUFUND

Username: SallySample

Email: sallysample@notarealemailaddress

Password:

Confirm Password:

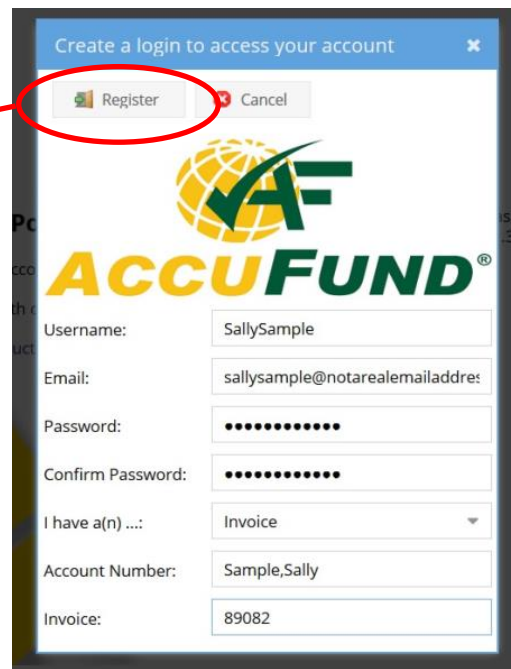
I have a(n) ...: Invoice

Account Number: Sample,Sally

Invoice: 89082

One Time Registration: Step 3

Click Register at the top of the box



Create a login to access your account

Register Cancel

ACCUFUND

Username: SallySample

Email: sallysample@notarealemailaddress

Password:

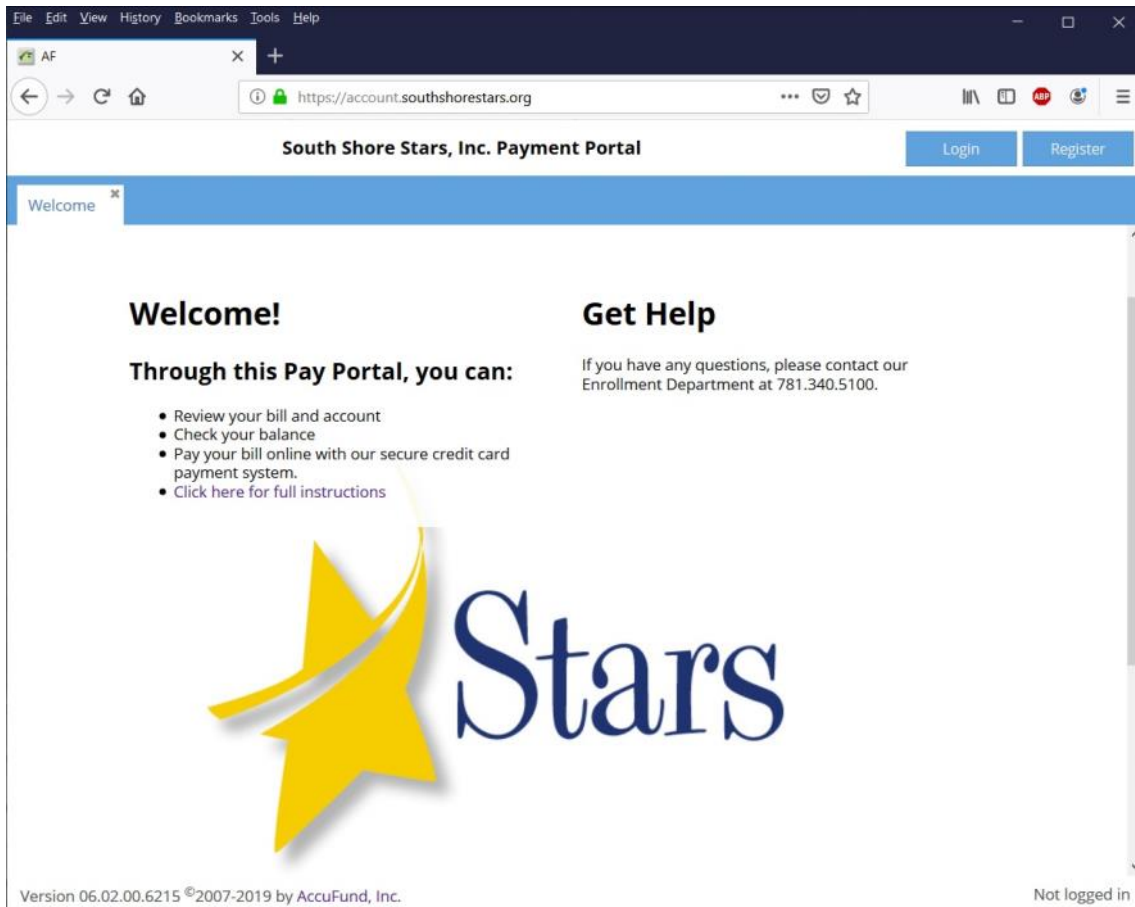
Confirm Password:

I have a(n) ...: Invoice

Account Number: Sample,Sally

Invoice: 89082

You will then find yourself back to the main Welcome Screen.



File Edit View History Bookmarks Tools Help

AF

https://account.southshorestars.org

South Shore Stars, Inc. Payment Portal Login Register

Welcome


Welcome!

Through this Pay Portal, you can:

- Review your bill and account
- Check your balance
- Pay your bill online with our secure credit card payment system.
- Click here for full instructions

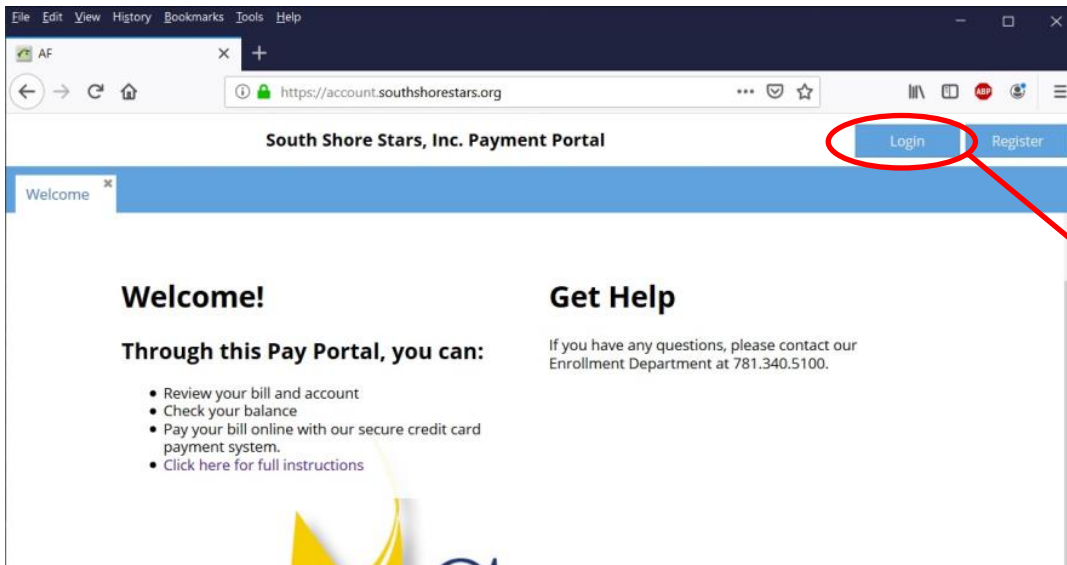
Get Help

If you have any questions, please contact our Enrollment Department at 781.340.5100.

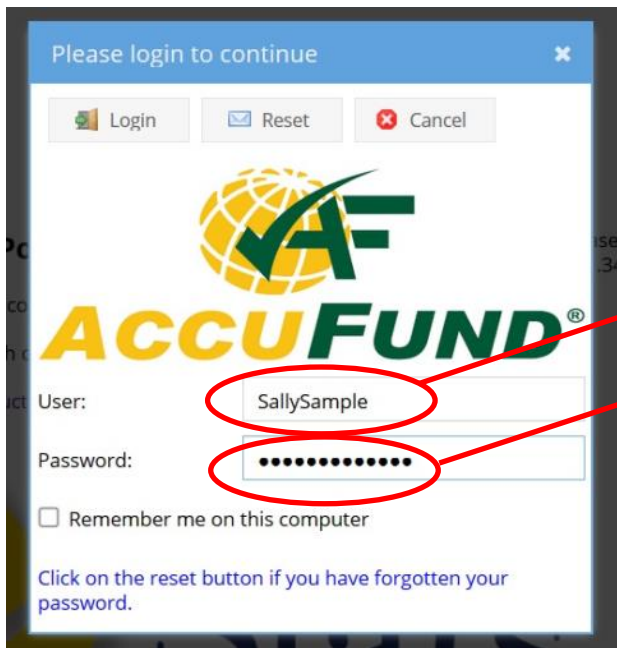
 Stars

Version 06.02.00.6215 ©2007-2019 by AccuFund, Inc. Not logged in

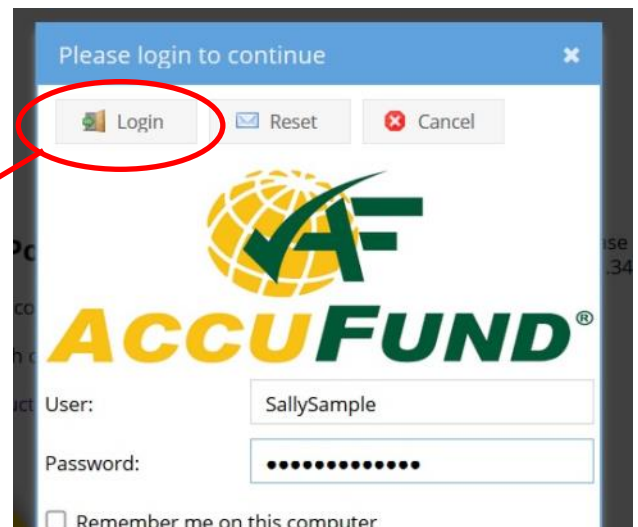
Login:



At the Welcome Screen, click Login At the top right



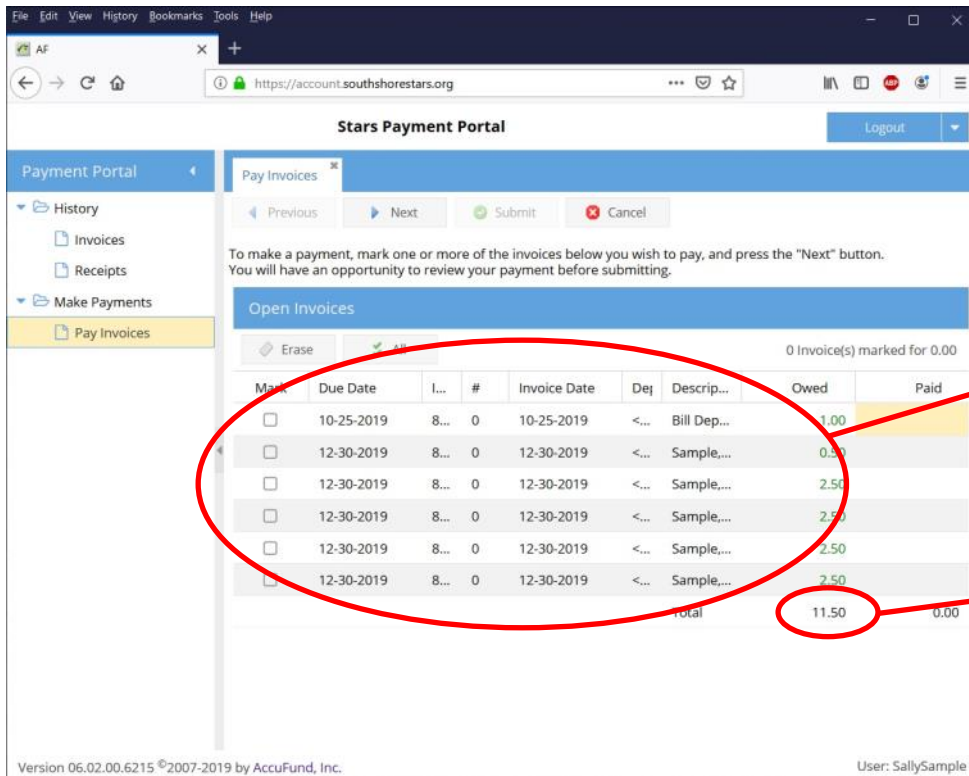
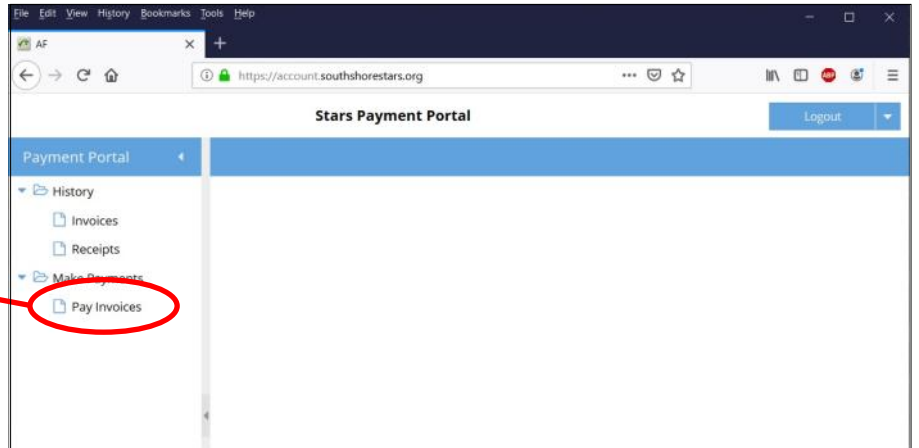
Enter your Username And Password You created in the register step



Then click Login

To Pay Current Charges:

From the Main Page
of PayPortal
Click on
Pay Invoices
From the left pane



All of the Unpaid
Invoice on your
account will show
under Open Invoices.

The total of your
account will show at
the bottom.

You can click the box in the Mark column to check it off for payment.

The total amount to be paid will change depending on the invoices marked for payment.

The screenshot shows the Stars Payment Portal interface. The 'Pay Invoices' section is active, displaying a table of 'Open Invoices'. Three invoices are marked with checkmarks in the 'Mark' column. The total amount for these marked invoices is 4.00. The interface includes navigation buttons (Previous, Next, Submit, Cancel) and a 'Logout' button. The footer shows 'Version 06.02.00.6215 ©2007-2019 by AccuFund, Inc.' and 'User: SallySample'.

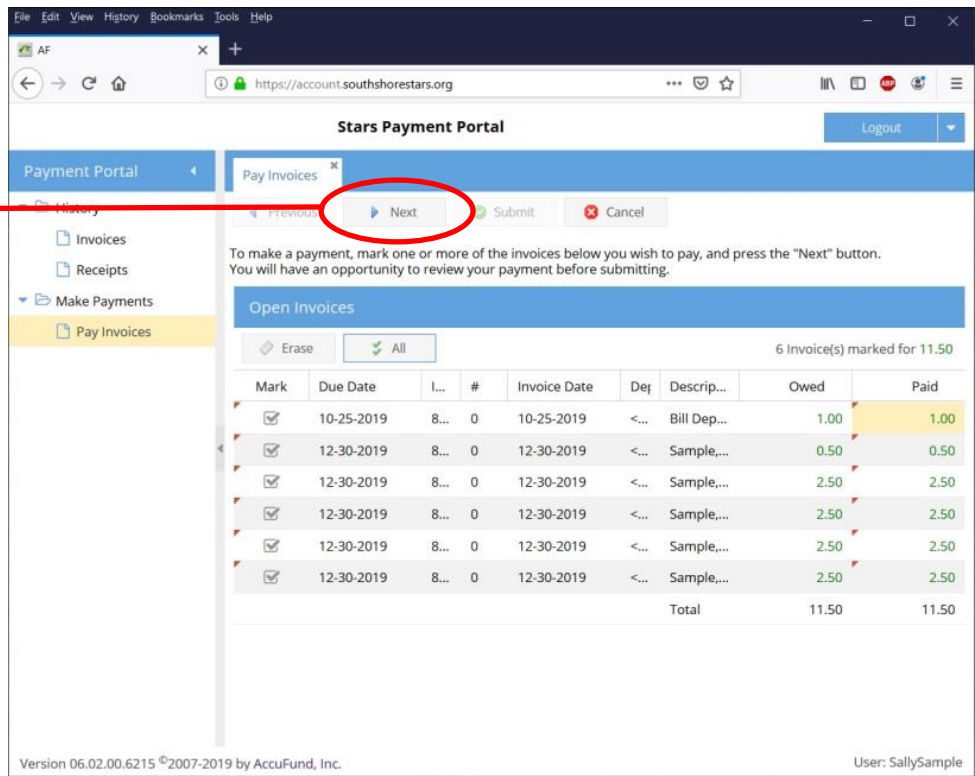
Mark	Due Date	I...	#	Invoice Date	Dej	Descrip...	Owed	Paid
<input checked="" type="checkbox"/>	10-25-2019	8...	0	10-25-2019	<...	Bill Dep...	1.00	1.00
<input checked="" type="checkbox"/>	12-30-2019	8...	0	12-30-2019	<...	Sample,...	0.50	0.50
<input checked="" type="checkbox"/>	12-30-2019	8...	0	12-30-2019	<...	Sample,...	2.50	2.50
<input type="checkbox"/>	12-30-2019	8...	0	12-30-2019	<...	Sample,...	2.50	
<input type="checkbox"/>	12-30-2019	8...	0	12-30-2019	<...	Sample,...	2.50	
Total							11.50	4.00

You can click the ALL button to mark them all for payment as well.

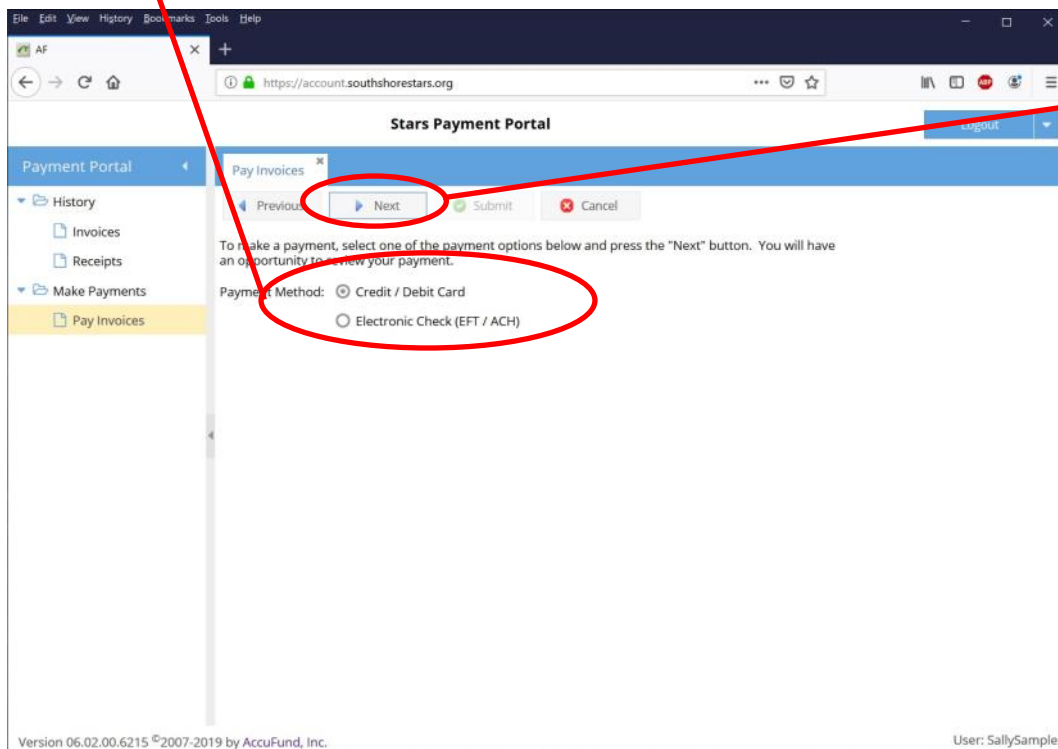
The screenshot shows the Stars Payment Portal interface with the 'All' button selected in the 'Open Invoices' section. Six invoices are now marked with checkmarks in the 'Mark' column. The total amount for these marked invoices is 11.50. The interface includes navigation buttons (Previous, Next, Submit, Cancel) and a 'Logout' button. The footer shows 'Version 06.02.00.6215 ©2007-2019 by AccuFund, Inc.' and 'User: SallySample'.

Mark	Due Date	I...	#	Invoice Date	Dej	Descrip...	Owed	Paid
<input checked="" type="checkbox"/>	10-25-2019	8...	0	10-25-2019	<...	Bill Dep...	1.00	1.00
<input checked="" type="checkbox"/>	12-30-2019	8...	0	12-30-2019	<...	Sample,...	0.50	0.50
<input checked="" type="checkbox"/>	12-30-2019	8...	0	12-30-2019	<...	Sample,...	2.50	2.50
<input checked="" type="checkbox"/>	12-30-2019	8...	0	12-30-2019	<...	Sample,...	2.50	2.50
<input checked="" type="checkbox"/>	12-30-2019	8...	0	12-30-2019	<...	Sample,...	2.50	2.50
<input checked="" type="checkbox"/>	12-30-2019	8...	0	12-30-2019	<...	Sample,...	2.50	2.50
Total							11.50	11.50

Then click NEXT to move on to choose a payment method.



Choose Either Credit/Debit Card Or Electronic Check

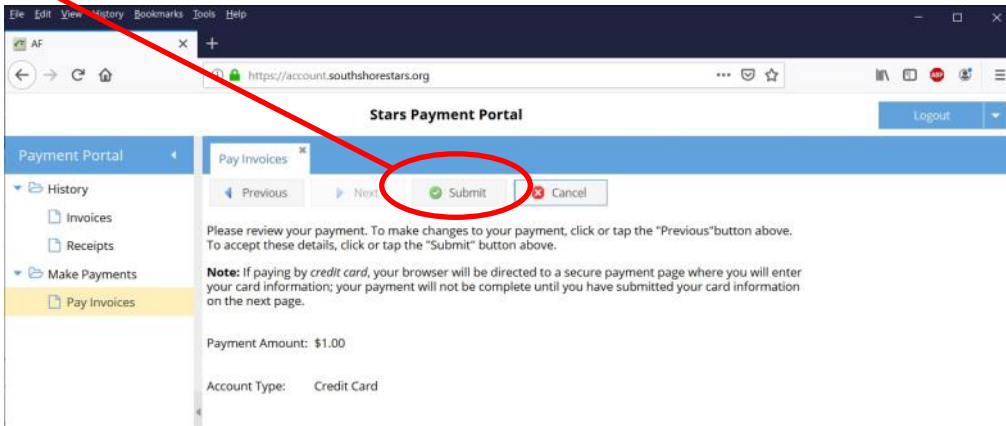


Then click Next to go to Payment Page.

Credit/Debit Cards

For Credit/Debit Card payment, you will see a confirmation screen.

Click Submit to be directed to CardX—the secure credit card processing page to complete your payment.



Payment Page

https://paywithc

67%

Payment Summary

Please review the following details for this transaction.

Amount \$ 11.50

Your fee will be \$1.99

Billing Information

Enter your payment details below:

Cards Accepted

VISA

MasterCard

AMERICAN EXPRESS

DISCOVER

Credit Card

Secure

Full Name as it appears on your Card

*Name

Card Number

*Card Number

Select

Select

Card CV/CVC

*Exp Month

*Exp Year

*Card CV/CVC

Sally Sample

Customer Name

Billing Address

200 Middle Street

*Address

Address (Line 2)

Address (Line 2)

East Weymouth

Massachusetts

*City

*State/Province

Province (Outside US/Canada)

Province (Outside US/Canada)

02189

*Zip/Postal Code

UNITED STATES

Country

sallysample@notarealemail.com

E-mail Address

Phone Number

Phone Number

Total Payment including the Intelligent Payment Fee

\$ 13.49

I authorize the Intelligent Rate to be charged to the card provided above. Intelligent Rate will appear on your statement as "South Shore Stars Fee."

Submit Payment

Stars Balance Amount

Fee for Card use.

Debit Cards have a lower fee.
Credit Cards have a higher fee.

Enter the Credit/Debit Card
information

Confirm the Billing Address is correct.

Total to be charged to the card

Click the check box and click
Submit Payment to complete

Electronic Check (EFT) Payments:

For Electronic Check payments,
enter your account information in the boxes as shown.

Stars Payment Portal

Pay Invoices

Next

To make a payment, select one of the payment options below and press the "Next" button. You will have an opportunity to review your payment.

Payment Method: Credit / Debit Card
 Electronic Check (EFT / ACH)

Bank Information

Account Type:

Routing Number: Verify Routing Number:

Account Number: Verify Account Number:

John Smith 1234
123 Imaginary Ln.
No Nowhere, CO 80808

Pay to the order of:
Dollars

SecondBank of Southwest Florida
17215 Gulf Coast Dr.
Pensacola, FL 11245

Memo:

Authorized Signature

9-digit Routing Number Account Number Check Number

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Once the information is complete,
Click Next

For Electronic Check payments you will see a confirmation screen.
Click Submit
To send your payment to Stars for processing through your bank.

Stars Payment Portal

Pay Invoices

Submit

Please review your payment. To make changes to your payment, click or tap the "Previous" button above. To accept these details, click or tap the "Submit" button above.

Note: If paying by credit card, your browser will be directed to a secure payment page where you will enter your card information; your payment will not be complete until you have submitted your card information on the next page.

Payment Amount: \$1.00

Account Type: Checking

Routing Number: 123456789

Account Number: 7654321

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To View Current Invoice Charges:

To view current invoices click on Invoices Under History on the left pane.

Here you can see more detail for each invoice, due dates, and balances

Invoice	Lookup	Name	Description	Invoice Date	Balance	Due Date	Owed
89082	Sample,Sally	Sample, Sally A	Bill Deposit	10-10-2019	1.00	10-25-2019	1.00
89140	Sample,Sally	Sample, Sally A	Sample, Sammy - Stars PreSchool - Weymouth for 11/1/2019 to 11/2/2019 at .5 per day	11-30-2019	0.50	12-30-2019	0.50
89141	Sample,Sally	Sample, Sally A	Sample, Sammy - Stars PreSchool - Weymouth for 11/4/2019 to 11/8/2019 at .5 per day	11-30-2019	2.50	12-30-2019	2.50
89142	Sample,Sally	Sample, Sally A	Sample, Sammy - Stars PreSchool - Weymouth for 11/11/2019 to 11/15/2019 at .5 per day	11-30-2019	2.50	12-30-2019	2.50
89143	Sample,Sally	Sample, Sally A	Sample, Sammy - Stars PreSchool - Weymouth for 11/18/2019 to 11/22/2019 at .5 per day	11-30-2019	2.50	12-30-2019	2.50
89144	Sample,Sally	Sample, Sally A	Sample, Sammy - Stars PreSchool - Weymouth for 11/25/2019 to 11/29/2019 at .5 per day	11-30-2019	2.50	12-30-2019	2.50

The highlighted invoice is available for printing by clicking the Print button

Each column is sortable by clicking the arrow to the right of each heading

Invoice	Lookup	Name	Description	Invoice Date	Balance	Due Date	Owed
89140	Sample,Sally	Sample, Sally A	Sample, Sammy - Stars PreSchool - Weymouth for 11/1/2019 to 11/2/2019 at .5 per day	11-30-2019	0.50	12-30-2019	0.50
89141	Sample,Sally	Sample, Sally A	Sample, Sammy - Stars PreSchool - Weymouth for 11/4/2019 to 11/8/2019 at .5 per day	11-30-2019	2.50	12-30-2019	2.50
89142	Sample,Sally	Sample, Sally A	Sample, Sammy - Stars PreSchool - Weymouth for 11/11/2019 to 11/15/2019 at .5 per day	11-30-2019	2.50	12-30-2019	2.50
89143	Sample,Sally	Sample, Sally A	Sample, Sammy - Stars PreSchool - Weymouth for 11/18/2019 to 11/22/2019 at .5 per day	11-30-2019	2.50	12-30-2019	2.50
89144	Sample,Sally	Sample, Sally A	Sample, Sammy - Stars PreSchool - Weymouth for 11/25/2019 to 11/29/2019 at .5 per day	11-30-2019	2.50	12-30-2019	2.50