

PAYMENT OPTION FOR TUITION & EXTENDED CARE

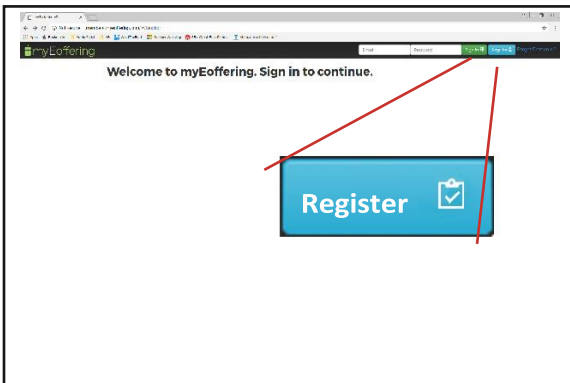
You have the option to pay on-line for tuition and extended care. Payments can be made through **MyEoffering** with just a few simple steps. **Please be aware that ALL FEES must be paid if using this system. There is a \$0.30 fee for debit card and check transactions and a 2.75% + \$0.30 fee for all credit card transactions. Any fees not paid will appear on your next statement.**

Please follow the steps below to set up Eoffering:



Step #1

Under tuition/on-line payment - locate the “Click here” button, then follow these steps:



After clicking the “Click here” button, you’ll be taken to the **myEoffering** page. Simply click the “Register” button.



Step #2

Create a new account

First and Last Name

Email

Password

Confirm Password

Fill in your contact information, e-mail address, and password and click the “Register” button.



Step #3

Success

Your signup was successful. Please check your email for the link to activate so you can login.

You will receive an e-mail within a few minutes from **myEoffering**. **Click that link** to verify your e-mail address and log in.



Step #4



After you’ve logged in, it’s as simple as clicking the “Add New Offering +” button.

Step #5

New Offering

Which church do you want to give to?

How often do you want to give?

When do you want the offering to start?

Cancel X Next >

Select St. Vivian, how often you want to pay, and when you want to start. Then click “Next”.

Step #6

New Offering

Which funding source do you want to use?

Add a new Wallet +

Pick the fund(s) and amount(s) you wish to give to one-time

Please select one or more funds and enter valid dollar amounts for each

Please select each fund only once.

Add Another Fund +

Yes, send me an email receipt.

Yes, send me an email when my offering is going to expire

Total offering one-time: \$0.00

Cancel X Previous < Next >

Choose the funding source you want to use to pay from, select the fund you are paying, (St. Vivian School, St. Vivian Preschool, or St. Vivian Extended Care), and the amount you want to pay. Check the “Yes” box to cover transaction fees. Then click “Next”.

Step #7

New Offering

Confirm Offering Details

Church	Test2
Frequency	one-time
Start date	04/17/2017
Funding source	TEST

Funds to donate to

General Offering	\$10.00
Subtotal	\$10.00
Additional to cover fees	\$0.00
Total offering	\$10.00

Email receipt? yes

Cancel X Previous < Submit ✓

Confirm the details for accuracy and click “Submit”. It’s as easy as that!

**If you have any questions on how to set up MyEoffering, please call the Parish Office at 728-4331.

