



South Western School District now offers a safe and secure online payment option for Computer Services and Adult Education class registration. Save time at The Web Store and eliminate the need for sending cash and checks to school with your learner(s).

Online payments can be made through the Web Store at

<https://southwestern.revtrak.net/>

Click on the designated icon.



Computer Services



Adult Education Program

The Web Store accepts debit or credit cards from Discover, MasterCard, and Visa.



A 3.70% credit/debit service fee will be added to the total order amount. Cash payments do not incur a service fee.

See the next page for step-by-step instructions.

South Western School District Web Store Instructions

- Go to: <https://southwestern.revtrak.net/>
- Click the specific service icon and choose the desired plan/service
- Fill-in **ALL** required information fields
 - Learner ID = lunch/library number
- Click **ADD TO CART**
- To make a payment for multiple services, click **CONTINUE SHOPPING**
- When all plans/services are in the shopping cart, click **GO TO CHECKOUT**.



Enter your email address:

I am a new customer
 (You'll create a password later)

I am a returning customer
 and my password is

[Sign in using our secure server](#)

Forgot your password? [Click here.](#)

NEW CUSTOMERS, please select “I am a new customer.” Enter your email address and **SIGN IN.**

RETURNING CUSTOMERS, please select “I am a returning customer.” Enter your email address and password. Select **SIGN IN.**

- Enter your **BILLING INFORMATION** and click **CONTINUE.**
- Review and verify the accuracy of your information. Click **COMPLETE ORDER** to process the payment.
- A receipt will display that may be printed. The receipt will also be sent to the email address provided.
- Logout

Step 1: ViewCart Step 2: Order Info Step 3: Payment Step 4: Receipt

Shopping cart contents:	Price	Qty	Total
<input checked="" type="checkbox"/> Baseball Note: xxxxxx 1st participant?: 2-4 grade 2nd participant part 2: 2-4	\$90.00	1	\$90.00
Total:			\$90.00
Order Total:			\$90.00

◀ RETURN TO CART

BILLING INFO:

* First Name: * Last Name:

* Address 1: Address 2:

* City or Province: * State / Country: /

* Zip Code: * Telephone:

ACCOUNT INFO:

* Email Address: * Password: [See Hints](#)

john_anderson@demo.com * Please re-enter password:

Continue

*Required field

Web Store Links for Additional Information

Contact Us: Request additional information or ask questions about a payment

My Account: Look up previous transactions and change address or password information

Password Reset: Reset a forgotten password