

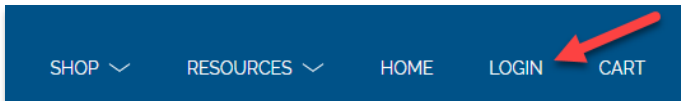
Wilmette Public Schools

Update Payment Method in Parent Portal




Update your payment method on file on an existing registration by visiting: <https://Wilmette.RevTrak.net>

Login to Existing RevTrak Account



Log in to the Web Store now for quick checkout

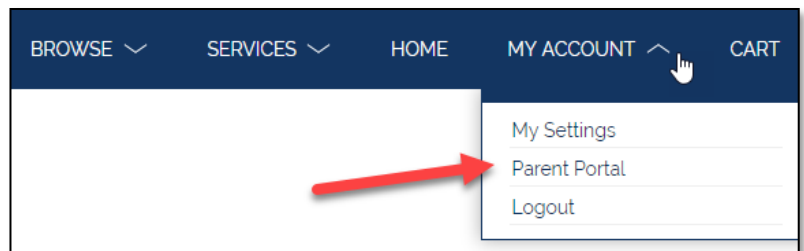
Email 

Password

[Forgot password?](#)


- ◆ After completing your registration & placing your order, sign in to your Existing RevTrak account by clicking on **Login** in the top right
- ◆ **Login** using your Email Address & Password
- ◆ Select **My Account** from the top navigation bar
- ◆ Select **Parent Portal** from the drop-down
- ◆ This button will bring you to a screen where you can view balances for all registrations within your account.

Parent Portal



Update Card/E-Check on File

Registrations with Balance			
Student	Class	Balance Due	Card On File
Nick Wood	17-18 Pick-a-Day SACC	\$0.00	Visa: 1111 03/19   

- ◆ Select the blue **Credit Card** icon () next to the registration for which you would like to update card information.
- ◆ Enter your **E-Check** information -OR- select the **SWITCH TO CREDIT CARD** button to enter credit/debit card information
- ◆ Once all E-Check/Card information has been entered, select **AUTHORIZE** to complete the update. You will receive a confirmation on the screen that says **"THANK YOU, AUTHORIZATION SUCCESSFUL"** if the updated card information process was successful.