

BELMONT PUBLIC SCHOOLS

THOMAS S. KINGSTON
 INTERIM SUPERINTENDENT OF SCHOOLS
 (617) 993-5401



644 PLEASANT STREET
 BELMONT, MASSACHUSETTS 02478-2589
 (617) 993-5400
 FAX (617) 993-5409

JANICE G. DARIAS
 ASSISTANT SUPERINTENDENT
 FOR CURRICULUM & INSTRUCTION
 (617) 993-5410

ANTHONY R. D'COLOGERO
 DIRECTOR OF FINANCE,
 BUSINESS & OPERATIONS
 (617) 993-5430
 FAX (617) 993-5439

June 1, 2013

Dear Parents and Guardians,

The Belmont School Committee has approved the following fees for the 2013-14 school year:

<u>BHS Athletics</u>	<u>Amount</u>
1 st Sport	\$450
2 nd Sport	\$300
3 rd Sport	\$150

<u>Pre-School Tuition</u>	
7.5 hrs/week	\$2,450
9 hrs/week	\$2,900
10 hrs/week	\$3,250
12 hrs/week	\$3,900
23 hrs/week	\$7,375

(Online payment option not available.)

Bus Transportation	\$575
Kindergarten Tuition	\$2,900
Instrumental Music, gr. 3-5	\$250
Saturday Morning Music School	\$185
All Town Chorus	\$185

<u>Summer School</u>	
Session I	\$140
Session II	\$150

(Online payment option not available.)

BHS Fine and Performing Arts	\$275
BHS Activities	\$100
CMS Fine Arts, Athletics and Club Activities	\$150

(does not include 5th grade instrumental music or PTO-sponsored clubs)

Fee payments may be made online beginning July 1 (except kindergarten tuition which will be available June 1). For fee due dates and payment instructions, go to: www.belmont.k12.ma.us and select "View Fees and Pay". Detailed instructions can be found on the reverse side of this letter. If you do not already have an online bill pay account, you will be asked to create one. **You will need a credit card number:**

Please note that each fee has a specific time period during which payments may be made. Fee availability and due dates are listed on the website. If you do not wish to make a payment online, or are requesting a fee waiver, paper forms are available on the district website.

Sincerely,

Thomas S. Kingston
 Interim Superintendent of Schools

Belmont Public Schools Online Fee Payment

Quick Start Instructions

To make a payment, go to: www.belmont.k12.ma.us, click on "View Fees and Pay" and then select "Pay Online".

New users

Note: If you already pay your Real Estate or Excise taxes online, you can skip this section and log in using your existing account. You will still need to link your student to your account. See "Linking a Student to Your Account".

1. Click on **Payer Sign up**.
2. Fill in the registration form.
3. Click **Register**. You will get an activation number at the email address you registered with.

Logging in

1. Once you have received your activation number, return to: www.belmont.k12.ma.us.
2. Click on "View Fees and Pay" and then select "Pay Online".
3. Enter your login information (email address and password).
4. Click Login. New users will be asked to enter the activation number you got in the email.

Linking a Student to Your Account

1. Go to the **Students** tab.
2. Enter the student ID number: **0401187** and your student's last name.
3. Click **Student Look Up**. The results will be displayed.
4. Click **Register Student**.

Customer Support:

Please email:
belmontmaschools@mcc.net
or call:
508-460-6000

Making an Online Payment

1. Go to the **Fees** or **Registrations** tab. You will see a listing of all fees and/or registrations associated with your student.
Please Note: Fees listed may not be required for you to pay. They may be listed because they are being made available to all students. If your student is not participating in the associated activity, you can disregard the fee.
2. Select the fees you wish to pay by clicking on the **Add to Cart** button. Your fee will be added to the cart.
3. From the cart, select your payment method from the drop down menu. To specify a different payment method, see "**How to Create a Payment Method**" below.
4. To schedule your payment for a future date, use the online calendar on the **Fee** tab.
5. Click on **Proceed to Checkout**.
6. On the next page, accept the payment agreement and then click on **Submit Payment**. You will receive a payment confirmation via email.

How to Create a Payment Method

1. Go to the **Payment Method** tab.
2. From the drop down menu select the payment method you would like to use/create.
3. To save your payment method for future use, assign it a name for your records.
4. Fill in your banking information.
5. Click the check box stating you have reviewed and agree to the terms.
6. Click on **Create ACH Method** or **Create CC Method**.

Payment History

1. To view past payments or the status of your payment, please go to the **Payment History** tab.

If you have any questions about your account, please contact Kathy Femia (kfemia@belmont.k12.ma.us) in the Belmont Public Schools Technology Department or call (617) 993-5450.