How to Make a Food Service Payment in RevTrak

Visit the RevTrak portal by going to <u>ucfsd.revtrak.net</u>. There are also buttons on each of the school websites that will take you to the RevTrak portal.

Click on your child's school, then click on the button for "Food Service Payments"	Food Service Payments
If you do not yet have an account for RevTrak, click "Create New Account"	Log in to the Web Store now for quick checkout Email Password Forgot password?
City State Country Zip Code United States Phone	Enter the applicable information, including your email address and a password - this will be your login information for RevTrak Click "Create Account"
Required Password Confirm Password Required CANCEL CREATE ACCOUNT	
Add New Student/Staff Last Name Student ID ADD STUDENT/STAFF	Attach your student/s to your RevTrak account by entering their last name and 6-digit Student ID number Click "Add Student/Staff"

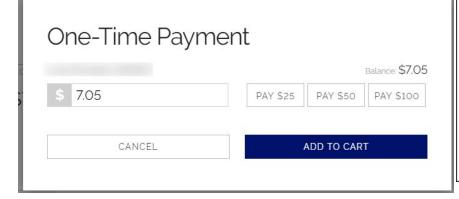
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CYBERSOFT FOOD SERVICE PAYMENTS Salance: \$7.05 MAKE ONE-TIME PAYMENT LOW BALANCE SETTINGS

You will see your child's existing lunch balance with options to make a one-time payment, and adjust low balance settings

AUTO-REPLENISH	Enabled
Cybersoft Food Service Payme	ents
When my balance falls below	I would like to add
\$ 10.00	\$ 50.00
Payment Method You must first add a payment payments.	method in order to enable low balance
Add Debit/Credit Card	
A service fee of 3.62% will be a	applied to payments.
I agree to recurring payments	0

Clicking on the button for "Low Balance Settings" allows you to auto-replenish your child's account when it gets below a certain threshold



Clicking on the button for "One-Time Payment" allows you to make a one-time payment onto your child's lunch account

Click the button for "Add to Cart" and "Checkout" to complete your purchase

If you forget your password, there is a "Forgot Password" link on the RevTrak sign-in screen.

For all other technical issues, please email onlinepayments@ucfsd.net