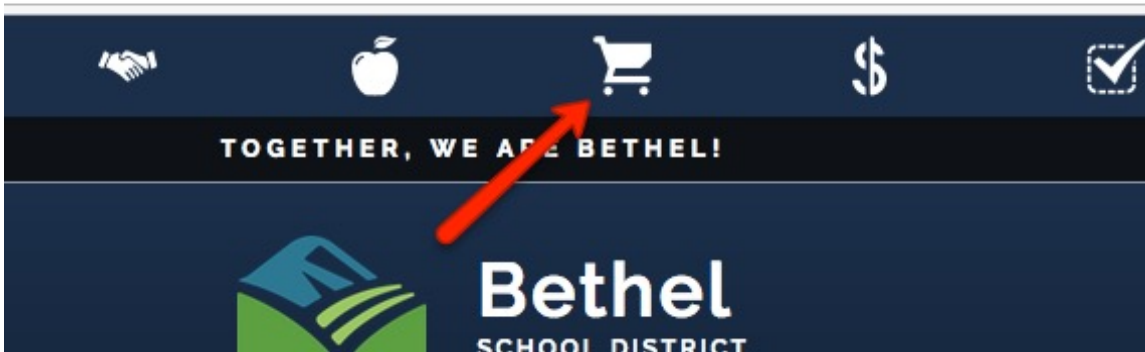


## Directions for Paying for iPad Coverage On-line

- 1) Go to [www.bethelsd.org](http://www.bethelsd.org)
- 2) Select the shopping cart icon on the top



- 3) Sign-in using your students lunch number and last name

Welcome to the Bethel School District's online payment portal!

### FOR STUDENT PAYMENTS:

Username: Student ID Number (**7 digits**) **Please make sure to add leading zeros to your existing student ID number**  
Password: Student Last Name **IN UPPERCASE**

FOR ALL OTHERS: [CLICK HERE](#) to create an online account. **SAVE LOG IN INFORMATION**

### Accepted Card Types:

Visa  
MasterCard  
Discover

Make sure to add a zero in front of student number

User Name

Password

Make sure to have last name in ALL CAPS

4) Select your students name (double check to make sure the information is correct (if you have multiple students in the district you will select one and repeat with other students on a different invoice). **To ensure that purchases are applied to the right student pay for one student at a time.**

5) Select iPad Coverage Program.

TO SEE ITEMS AVAILABLE FOR PURCHASE, CONTINUE TO CHOOSE THE LINKS PROVIDED

**INSTRUCTIONS FOR PAYING A BETHEL SCHOOL DISTRICT INVOICE**

FOLLOW THE PATH: [DISTRICT/DISTRICT OFFICE/BETHEL DISTRICT OFFICE/INVOICE PAYMENT](#)

TO ENSURE YOUR PAYMENT IS APPLIED CORRECTLY, DO NOT COMBINE INVOICE PAYMENTS, ENTER A SINGLE INVOICE AT A TIME.


HIGHLIGHT AND ENTER THE AMOUNT OF PAYMENT FOR A SINGLE INVOICE. CHOOSE "BUY". YOUR INVOICE WILL GO INTO YOUR CART. REPEAT TO MAKE MULTIPLE INVOICE PAYMENTS.

WHEN READY GO TO YOUR CART AND CHECKOUT. YOU WILL HAVE A LIST OF YOUR INVOICE PAYMENTS. IF ANY AMOUNT IS ZERO, REMOVE THIS ITEM FROM YOUR CART AND REPURCHASE FOLLOWING THE INSTRUCTIONS PROVIDED.


WHEN READY CONTINUE TO STEP 1 ADDITIONAL INFO. ENTER THE INFORMATION REQUIRED AND CONTINUE TO STEP 2 TO COMPLETE THE TRANSACTION.

You are here [DISTRICT](#) / [HIGH SCHOOL](#) / [SPANAWAY LAKE HIGH SCHOOL](#)





Categories [AP TESTS](#) | [ART FEES](#) | [IPAD COVERAGE PROGRAM](#) | [ITEMS AVAILABLE](#)

 There are no items in this category.

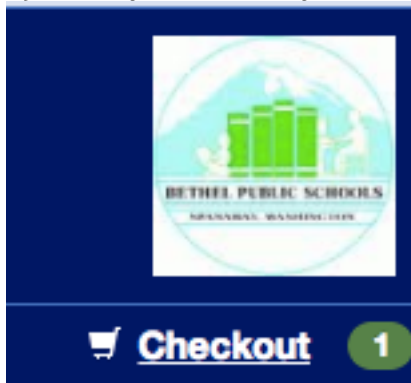
6) In the window that opens select the coverage that you wish to purchase. **NOTE: if you are declining you must still select Decline. You will not be charged anything, but the information will be logged in the system.**

Your Family Contact Us  Checkout

You are here [DISTRICT](#) / [HIGH SCHOOL](#) / [SPANAWAY LAKE HIGH SCHOOL](#) / [IPAD COVERAGE PROGRAM](#)

IPAD COVERAGE PROGRAM		Qty	Amount	
	IPAD COVERAGE FULL PRICE DO NOT PAY THE FULL AMOUNT IF YOU QUALIFY FOR A REDUCED PRICE. REFUNDS WILL NOT BE ISSUED FOR OVERPAYMENT. HELP DESK 253-683-6767	<input type="text" value="1"/>	<input type="text" value="35.00"/>	<a href="#">Buy</a>
	IPAD COVERAGE DECLINE USE THIS OPTION TO DECLINE COVERAGE FOR YOUR STUDENT'S IPAD. YOU WILL BE FINANCIALLY RESPONSIBLE FOR THE FULL PRICE OF ANY REPAIRS TO OR REPLACEMENT OF YOUR STUDENT'S IPAD. HELP DESK 253-683-6767	<input type="text" value="1"/>	<input type="text" value="0.00"/>	<a href="#">Buy</a>
	IPAD COVERAGE FOR STUDENTS THAT QUALIFY FOR FREE LUNCH. DO NOT PAY THE FULL AMOUNT IF YOU QUALIFY FOR A REDUCED PRICE. REFUNDS WILL NOT BE ISSUED FOR OVERPAYMENT. HELP DESK 253-683-6767	<input type="text" value="1"/>	<input type="text" value="15.00"/>	<a href="#">Buy</a>
	IPAD COVERAGE FOR STUDENTS THAT QUALIFY FOR REDUCED LUNCH. DO NOT PAY THE FULL AMOUNT IF YOU QUALIFY FOR A REDUCED PRICE. REFUNDS WILL NOT BE ISSUED FOR OVERPAYMENT. HELP DESK 253-683-6767	<input type="text" value="1"/>	<input type="text" value="20.00"/>	<a href="#">Buy</a>

7) When you are ready to check out click on the shopping cart on the top right



8) Make sure the information/order is correct and select “Check-out Step One”

The screenshot shows a checkout page with a dark blue header. In the top right corner, there are links for 'Contact Us' and 'Checkout 1'. Below the header is a table with two columns: 'Item' and 'Price'. The table contains one item: 'IPAD COVERAGE FULL PRICE' with a price of '\$35.00'. To the right of this item is a 'Remove' button. Below the item table is a summary table with two columns: 'Subtotal', 'Tax (0.00%)', 'Convenience Fee', and 'Total', with corresponding prices of '\$35.00', '\$0.00', '\$0.00', and '\$35.00'. Below the summary table are two buttons: 'Continue Shopping' and 'Checkout Step 1: Additional Info'. A red arrow points to the 'Checkout Step 1: Additional Info' button. Below the buttons, there is a line of text: 'charged a convenience fee for your online purchase.' At the bottom of the page is a dark blue footer with the text: '© 2017 | 516 176th Street East, Spanaway, WA 98387 | Terms & Conditions | Help'.

Item	Price
IPAD COVERAGE FULL PRICE	\$35.00
	<a href="#">Remove</a>

Subtotal	\$35.00
Tax (0.00%)	\$0.00
Convenience Fee	\$0.00
Total	\$35.00

[Continue Shopping](#) [Checkout Step 1: Additional Info](#)

charged a convenience fee for your online purchase.

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9) Read through the "Hold Harmless" and "iPad Coverage Document", initial to indicate you have read then select "Checkout Step 2:"

**IPAD COVERAGE FULL PRICE**

["Please read the Hold Harmless Form"](#)

"I certify that I have Read, Understand and AGree to the Hold Harmless form (Type Initials here)."

["Please read the Optional iPad Coverage Form"](#)

"I certify that I have Read, Understand and Agree to the Optional iPad Coverage Form (Type Initials here)."

[Continue Shopping](#) [Checkout Step 2: Payment](#)

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10) Here you will fill in your payment type and finish the process. Make sure to print a copy for your records.