

Can families see Transaction Notes in the Parent Portal?

Last Modified on 04/03/2019 2:35 pm EDT

Transaction Notes are a great place to add additional information about a particular transaction.

Family: Smith

← RETURN **SAVE CHANGES** **DELETE**

Make Sale/Post Fees Payment Refund Statement Add Student Add Contact Archive Family Family Name Email Text Email Schedules Merge Family

Summary Contacts Classes Events Transactions Billing Info Misc

View Transaction History View Unapplied Credits & Unpaid Fees Help ?

Current Balance **112.50** Legend: Fee/Charge Payment/Credit Unpaid Fee Unapplied Credit

Last 20 (Most Recent) Transactions

View 1 - 20 of 20 Print Refresh 3 columns hidden Show/Hide Columns Save Columns Restore Columns

| | Date | Loc | Type | Orig Amt | Disc Amt | Pre-tax Amt | Amt | Unpaid Amt | Balan | Note | Pmt Meth | ePrr | Date Paid | Cat1 | Sess | Student | Class/Event |
|--|----------|-----------|-------------|----------|----------|-------------|---------|------------|--------|-----------------------|----------|------|-----------|-----------------|-----------|------------|-------------|
| | 3/1/2019 | JET-Cheer | Registratic | 50.00 | | 50.00 | 50.00 | 50.00 | 112.50 | 2019 Registration Fee | | | | Registratic Fee | Swim 2019 | Noah Smith | |
| | 3/1/2019 | JET-Cheer | Payment | -200.00 | | -200.00 | -200.00 | 0.00 | 62.50 | | Visa | ✓ | 3/1/2019 | | | | |

Families can view these Transaction Notes in the Parent Portal whether they are using a computer, smartphone or tablet. After logging in to the Parent Portal and navigating to *Billing & Payments*, families can then tap or click on any transaction to see the *Transaction Note*.

Current Balance
112.50
Last payment: 200.00 on 03/01/2019

PAY NOW

Quicklinks

- [SAVED PAYMENT METHODS](#)
- [FULL TRANSACTION HISTORY](#)

RECENT ACTIVITY

| DATE | TYPE | METHOD | AMOUNT | PAID | BALANCE |
|------------|--------------|--------|--------|--------|---------|
| 03/01/2019 | Registration | | 50.00 | | 112.50 |
| 03/01/2019 | Payment | Visa | | 200.00 | 62.50 |
| 03/01/2019 | Tuition Fee | | 200.00 | | 262.50 |
| 02/19/2019 | Tuition Fee | | 62.50 | | 62.50 |
| 09/23/2018 | Payment | Visa | | 288.23 | 0.00 |
| 09/21/2018 | Costume Fee | | 4.05 | | 288.23 |

