



**H O B B S  
M U N I C I P A L  
S C H O O L S**  
*All children will learn.*



**NOW AVAILABLE!**  
**ONLINE PAYMENTS FOR FOOD SERVICE**

Hobbs Municipal Schools has provided parents with an easy way to add money to their child's food service account. Online payments can be made into food services accounts through the Skyward Family Access Parent Portal they currently use. We have contracted with RevTrak, a national credit card payment processor, to provide a secure site for making payments.



**Easy and Convenient Online Payments!**

Parents can make online payments from home or work, 24/7. If their child's food service balance is low, it only takes a few minutes to add money to it using their Discover, Visa or MasterCard credit or debit card. Payments are made through the student's Skyward Family Access account.

**To make online payments:**

1. Visit our district website <http://www.hobbschools.net/>
2. Click on "Skyward"
3. Contact child's School secretary for:
  - A. Log in Name and Password for the Skyward Family Access Parent Portal
4. Log in to Skyward Family Access (you will need your Login and Password)
5. Use your Discover, Visa or MasterCard (Debit or Credit Card)

Payments made through Skyward Family Access will immediately be posted to the student's food service account. RevTrak does charge a per transaction fee to your credit card.

**Hobbs Municipal Schools**

1401 E. Sanger - (Freshman Commons Entrance)

Hobbs, NM

(575)433-0220




Please see other side for detailed online payment instructions.

# Family Access Meal Payment Instructions

1. **Login** to Skyward Family Access
2. Select **"Food Service"** from "General Information" menu on the left
3. View Balance and Select **"Make Online Payment"**
4. **Enter payment amount** and select **"Go to Checkout"**
5. If a **new customer**, select **"I am a new customer"** and enter your **e-mail address**. If a **returning customer** select **"I am a returning customer"** and enter your **e-mail address** and **password**. Select **Sign in**.

## Your School Here



Welcome to the Web Store




**Browse**

- SK Fun Run
- Athletic Fees
- Donations
- Food Service
- Miscellaneous
- Parent Group
- Registration
- Spirit Wear
- TK12
- WCSD - Tuition
- WCSD - Pre-Registration
- WCSD - Late Fee
- Yearbooks

All Products  
Shopping Cart

**Services**

- [Home](#)
- [Contact Us](#)
- [My Account](#)
- [Password Reset](#)
- [policies](#)
- [Privacy Policy](#)
- [Products](#)

Create an account with us, and make reordering a snap!

Enter your email address:

I am a new customer  
 (You'll create a password later)

I am a returning customer  
 and my password is

[Forgot your password? Click here.](#)

Step 1: ViewCart   Step 2: Billing   Step 3: Shipping   Step 4: Receipt

Shopping cart contents:				Price	Qty	Total
<input checked="" type="checkbox"/>	Skyward Food Service Payment			\$50.00	1	\$50.00
						<b>Total: \$50.00</b>

[RETURN TO CART](#)

**BILLING INFO:**

* First Name: <input type="text" value="Glory"/>	* Last Name: <input type="text" value="Brosscr"/>
* Address 1: <input type="text" value="1679 Scramble avenu"/>	Address 2: <input type="text"/>
* City or Province: <input type="text" value="Nowhere"/>	State / Country: IL <input type="text"/> / United States <input type="text"/>
* Zip Code: <input type="text" value="55555"/>	* Telephone: <input type="text" value="(555) 028-7082"/>

**\* PAYMENT INFO:**

Credit Card Number: <input type="text" value="4111111111111111"/>	Cardholder Name: (as printed on card) <input type="text" value="Glory Brosscr"/>
* Payment Type: Visa <input checked="" type="text"/>	Expires: 11 <input type="text"/> / 2010 <input type="text"/>

6. Enter your **Billing Information, Payment Information**, and create a password.
7. Verify information for accuracy and select **"Complete Order"**
8. Payment **will be processed** and **Receipt** can be viewed and **printed**.
9. **Logout**