

New London-Spicer

Community Schools

Online Payments for Meal Accounts

Online with credit card through New London-Spicer Schools' (www.nls.k12.mn.us) website.

Choose **Parents/Students** tab

Then select, **Parent Portal**

When logged into Parent Portal, choose "**Payments**", then **Student**, then fill in amount, a one-dollar fee is automatically added.

You must **set up a payment method**, as **payment choice**. **Click add** to add a payment method. Enter information and **save**. Continue steps until you receive a **confirmation number**, if you do not receive a confirmation number your payment was not successful.

Questions?

Contact Vicki Mickelson, FNS Accountant/Clerk

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