



## Parent Portal

### Quick Guide for Parents Extracurricular Activity Fees & Tax Credit Contributions

This year ALL extracurricular activity fees paid will be considered a tax credit contribution that you will be able to utilize on your taxes. The Arizona State tax credit, allows an Arizona taxpayer to contribute \$200 per Arizona state individual tax return or \$400 per joint tax return if the taxpayer contributes to extracurricular activities or character education programs in a public school.

#### Making a Payment on Infinite Campus

1. The Payments tool allows Portal users to make online payments to fees incurred by members of a household. The Payments link will appear in the Portal index as shown:

Balance	*Estimate	Payment
Emily N Kommer	-\$0.70	N/A
Jarred L Kommer	\$5.85	N/A
Jessica Kommer	\$16.90	N/A
Mallory S Kommer	\$20.00	N/A

**Total: \$1.00**

2. Fee payments allow users to pay fees for each student within a household. Users can also view the details of a fee by selecting the plus sign (+) next to the fee name. A fee shown in red indicates that a payment for the full amount has not been made before the due date assigned by the school.

Fee	Description	Due	*Payment
Angela Rothe	HS Activity Fee	\$7.00	\$7.00
Cazandra Rothe	HS Activity Fee	\$32.23	\$
Nikolas Rothe	Cap & Gown Fee	\$15.00	\$
	Graduation Fee	\$20.00	\$

**Total: \$9.00**

3. Review the payment information again to ensure accuracy. To exit without making the transaction, click **Cancel**. Otherwise, click **Make Payments** to process the fees payment. When the transaction has been processed, the Payment Receipt screen will display.

Accepted Payment Methods VISA DISCOVER echeck About Online Payments About Convenience Fees

**Confirmation**  
Please confirm your payment choices and payment type.

Fees	Calendar	Description	Fee Type	Payment
Anjeia Rothe	09-10 Reg 019 Westridge MS	MS Activity Fee	Activity	\$7.00
Convenience Fee				\$2.00
<b>Total:</b>				<b>\$9.00</b>

Payment method XXXXXXXXXXXXXXXXXXXX VISA

The receipt will be emailed to: testing@gmail.com  
[Change the email address for the receipt](#)

Thank you for your contribution!

## Q&A

1. **I don't currently have a user ID for Infinite Campus, how do I register for one?**  
To create your CUSD Infinite Campus Parent Portal Account please visit the following link:  
[www.tinyurl.com/cusdportal](http://www.tinyurl.com/cusdportal)
2. **How do I download the Infinite Campus app on my mobile device or tablet?**  
The app is available on the App Store, Google Play and Amazon Apps. Once installed use the following access code in all caps: GBBGMT
3. **Why is there a \$2 transaction fee?**  
The \$2 transaction fee is a convenience fee for using Infinite Campus to make payments from your home, work or mobile device with the use of a credit, debit card or e-check. The fee is assessed per transaction not per extracurricular activity fee as long as you signed into the Parent Portal.
4. **Can I still make cash, check or money order payments at the school?**  
In order to simplify and maximize the efficiency of the extracurricular activity fee payment process our school will only be accepting debit, credit card or e-check payments on the Infinite Campus online payment system.
5. **How do I make an additional tax credit contribution on top of my child's extracurricular activity fees?**  
To make an additional tax credit contribution you may select an optional fee for any grade level from the drop down menu in the Payment section of Infinite Campus. The amount defaults to \$200 but can be adjusted to any amount with a minimum of \$5.
6. **Can other family members or friends pay for my student's fees on Infinite Campus?**  
Since Infinite Campus is linked to student information only primary guardians will be able to access Infinite Campus, however, all other individuals will be able to make tax credit contributions via [www.chandlerdonations.org](http://www.chandlerdonations.org).
7. **How will the school know I paid my student's extracurricular activity fees or made a tax credit donation?**  
Once an extracurricular activity fee is assessed the school's administrative assistant will be able to run reports on Infinite Campus to see which student's fees have been paid.
8. **Can I print my tax credit receipt from Infinite Campus?**  
Your official receipt for tax purposes will be mailed to you by the District Office within 2 weeks of your contribution. At any time you can print your payment history from the Infinite Campus website by selecting the following links Family > Payments > View Your Online Payment History. To generate a printable version, select the "Download PDF for Printing" button.
9. **Do I have to claim the Arizona State tax credit?**  
It is completely up to you whether or not you choose to claim the Arizona State tax credit on your taxes.