



# Reitz Memorial High School

## Sycamore Education Login Information for PARENTS

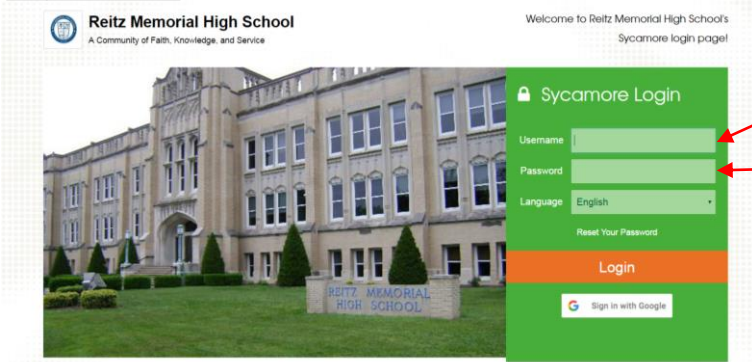
Sycamore allows parents to see a students grades and financial information.

### To Login to Sycamore:



Go to the School Website, reitzmemorial.org, and click on the Sycamore tab in the top right corner or use the follow link: <https://app.sycamoreeducation.com/index.php?schoolid=2277>

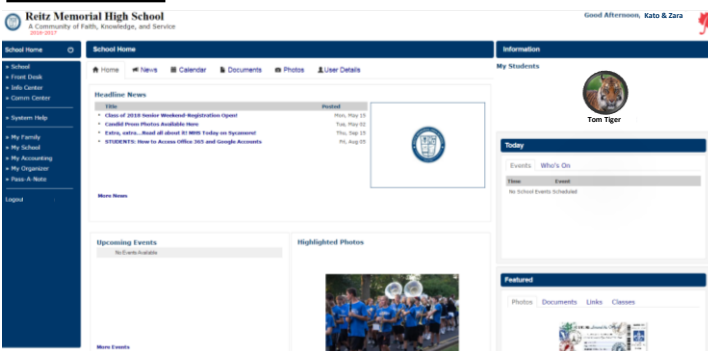
### Login Screen:



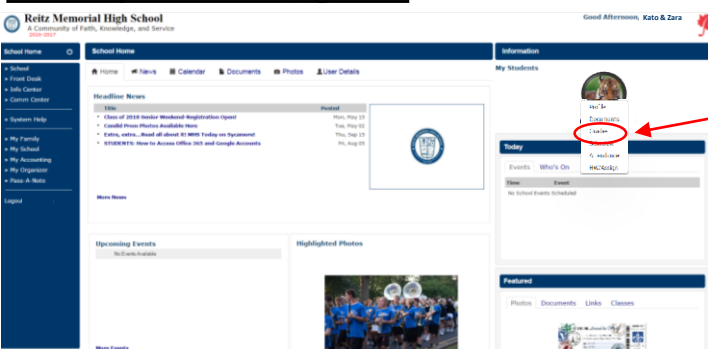
Username: ABC1234 (you need to login at the parent level, there is not dash and number)

Password: If you do not know your logon and password please call the school at 812-476-4973 ext. 3490

### Main Screen



### To View your student(s) grades:



From the main screen, place your cursor over the students picture. From the pop-up window, select Grades.

## To View Financial Information:

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A Community of Faith, Knowledge, and Service  
2027-2028

Good Afternoon, Kato & Zara

School Home | My Accounting | Summary

Summary | Invoices | Billing | Payment Methods

Accounts

Account	Description	Balance	Action
Tuition 17-18	Tuition 17-18	Amount	Paid
General Fee 17-18	General Fee 17-18	Amount	Paid
Technology Fee 17-18	Technology Fee 17-18	Amount	Paid
Retreat Fee	Class Retreat Fee	Amount	Paid
Physical Education Fee	Physical Education Fee	Amount	Paid
TigerNet	TigerNet	Amount	Paid
	<b>Total</b>		

Cafeteria Account

Account	Description	Balance	Action
Cafeteria	Cafeteria Account	0.00	Paid

On the left hand column:

1. click *My Accounting*
2. click *Summary*

*My Accounting/Summary* window shows tuition, fees, and cafeteria balances.

## Setup a Payment Method:

This will allow you to pay tuition and cafeteria balances in Sycamore. Credit Card Transactions are subject to limits and fees.

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2027-2028

Good Morning, Kato & Zara

School Home | My Accounting | Summary

Summary | Invoices | Billing | Payment Methods

Payment Method

Type	Name	Routing	Last 4	Expires
Credit Card	Kato Tiger	0000	0000	12/2020

From *My Accounting/Summary* window

1. Click *Payment Method*
2. Click *Add Method*
3. Select Credit Card or eCheck
4. Enter the information
5. Click *Accept*

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Summary | Invoices | Billing | Payment Methods

Payment Method

Type	Name	Routing	Last 4	Expires
Credit Card	Kato Tiger	0000	0000	12/2020

My Accounting | Summary | Payment Method

Credit Card

Credit Card #

Expire: Choose Year

CSC

Name On Card

Address: 1500 Lincoln Ave.

City: Evansville

State: IN Zip: 47711

Accept

## To Make a Payment:

When you return to the *My Accounting/ Summary* Screen the green payment box appears.

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School Home | My Accounting | Summary

Summary | Invoices | Billing | Payment Methods

Accounts

Account	Description	Balance	Action
Tuition 17-18	Tuition 17-18	Amount	Paid
General Fee 17-18	General Fee 17-18	Amount	Paid
Technology Fee 17-18	Technology Fee 17-18	Amount	Paid
Retreat Fee	Class Retreat Fee	Amount	Paid
Physical Education Fee	Physical Education Fee	Amount	Paid
TigerNet	TigerNet	Amount	Paid
	<b>Total</b>		

Cafeteria Account

Account	Description	Balance	Action
Cafeteria	Cafeteria Account	0.00	Paid

Click the *Payment* button next to the item you would like to pay.

When paying multiple items, each must be paid separately.