

## Online Payment Instruction for SCAD Application Fee

<https://palmbeach.schoolcashonline.com/>

**Step 1** - Go to SchoolCashOnline Website:

<https://palmbeach.schoolcashonline.com/>

**Step 2** - Register and create an account;

**Step 3** - Sign in by entering **Username** and **Password**;

**Step 4** - Select **"Items"** from the top right;

**Step 5** - Select **"The School District of Pam Beach"** from the top bar;

**Step 6** - Type **"SCAD"** in the Search Bar under **"Items"**, Click **"Search"**;

**Step 7** – Click **"SCAD -2023/2024"** under **"Item Name"**;

**Step 8** – Complete the **Fee Details**;

**Step 9** – Choose applicable **Type(s) of Applications** based on the Fee Schedule listed above; Make sure to pick all the requested categories (Rezoning, FLUA Amendment, DO or Amendment to DO, No Impact);

**Step 10** – Add to Cart;

**Step 11** – Click **"Select More Items"** or **"Continue"** if ready to pay;

**Step 12** – Complete **"Select Payment Method"** and click **"Continue"** to finish

**Step 13** – After payment submitted, a receipt will be given listing application details and receipt number. Please keep the receipt and send a copy to the District staff.