

You will need a **Parent/Guardian** Grade Book account to complete this process. Student accounts do not have this function.

If you do not have **Parent/Guardian** access, please contact Jackie Francis at Jackie.Francis@sequoyaheagles.net.

All of your Sequoyah students' (Pre-K through 12th grade) lunch accounts can be accessed through one user name/password for one **Parent/Guardian** account.

Once you have this information, continue the process below:

1. Go to www.sequoyaheagles.net
2. Click on "Quick Links" (right hand side of screen)
3. Click on "Student Gradebook"
4. Enter your Parent/Guardian account user name/password
5. Click on "Lunch Room Payment" tab
6. Enter desired payment amount (minimum of \$15.00/maximum of \$750.00)
7. Click on "PayPal Check Out"
8. From here you can log into your PayPal account and complete process **OR**
9. Click on "Pay with Debit or Credit Card" and complete process