Payment Instructions for High School Students - London Trip

Access this link: https://touchbase.susd.org

1. Username and password. Username is student ID #.
2. Password is students last name, capitalize first letter.
3. Click on student's name.
4. Click on "Items at Students School-Registration Payments"
5. Click on Fee and club activities.
6. Click on Student Fees
7. Scroll all the way to the end of the list:
8. You may choose either non-tax credit or tax credit:
9. Band/Orchestra-London Tax Credit OR Band/Orchestra-London – CLUB
10. Input the dollar amount you are wanting to pay at this time and click the buy button.
11. Scroll up and item(s) will be in the checkout. View and pay.