



**Columbia**  
PUBLIC SCHOOLS

Steps for Ordering

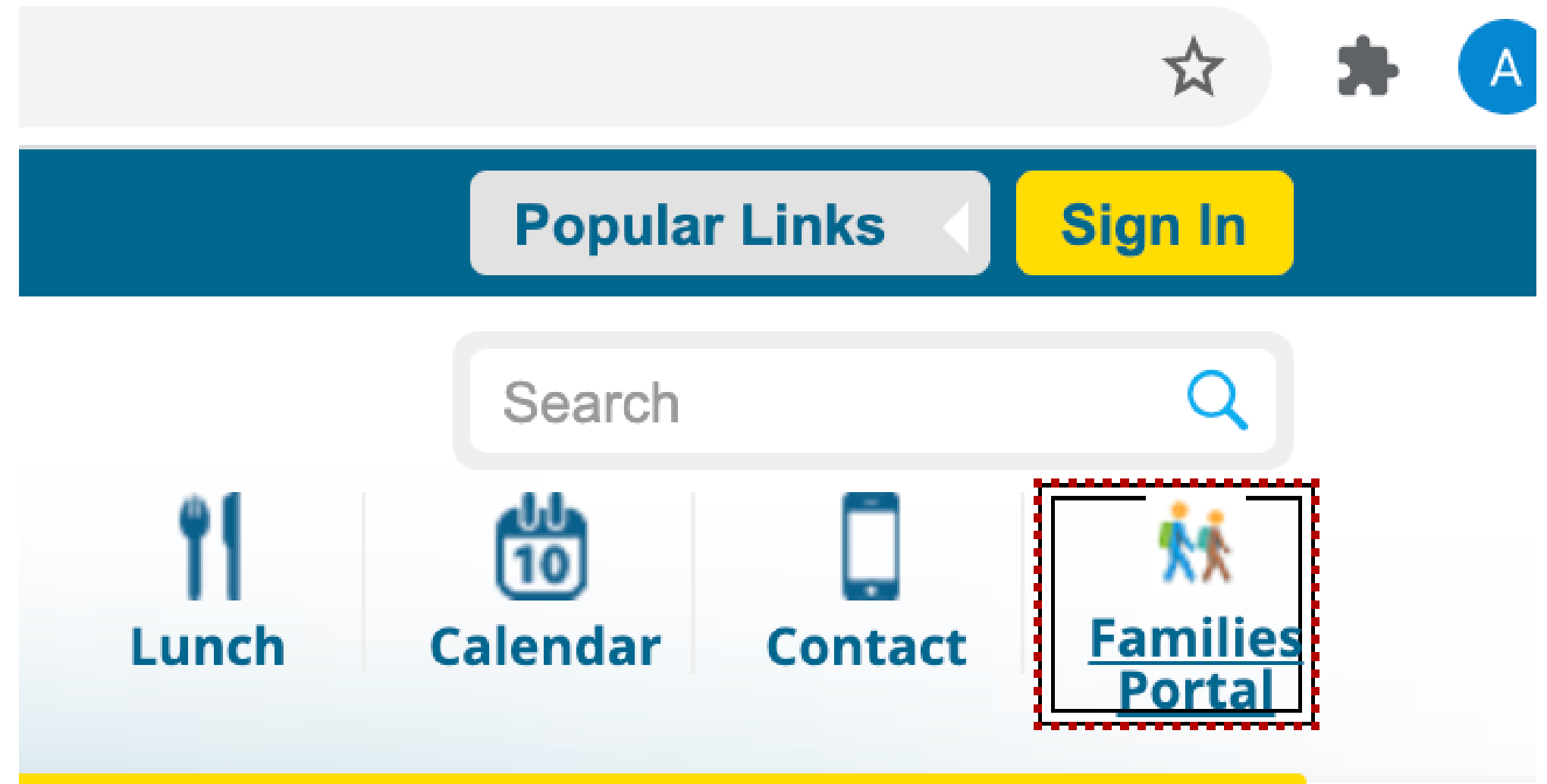
Elementary Supply Kits

2020-2021



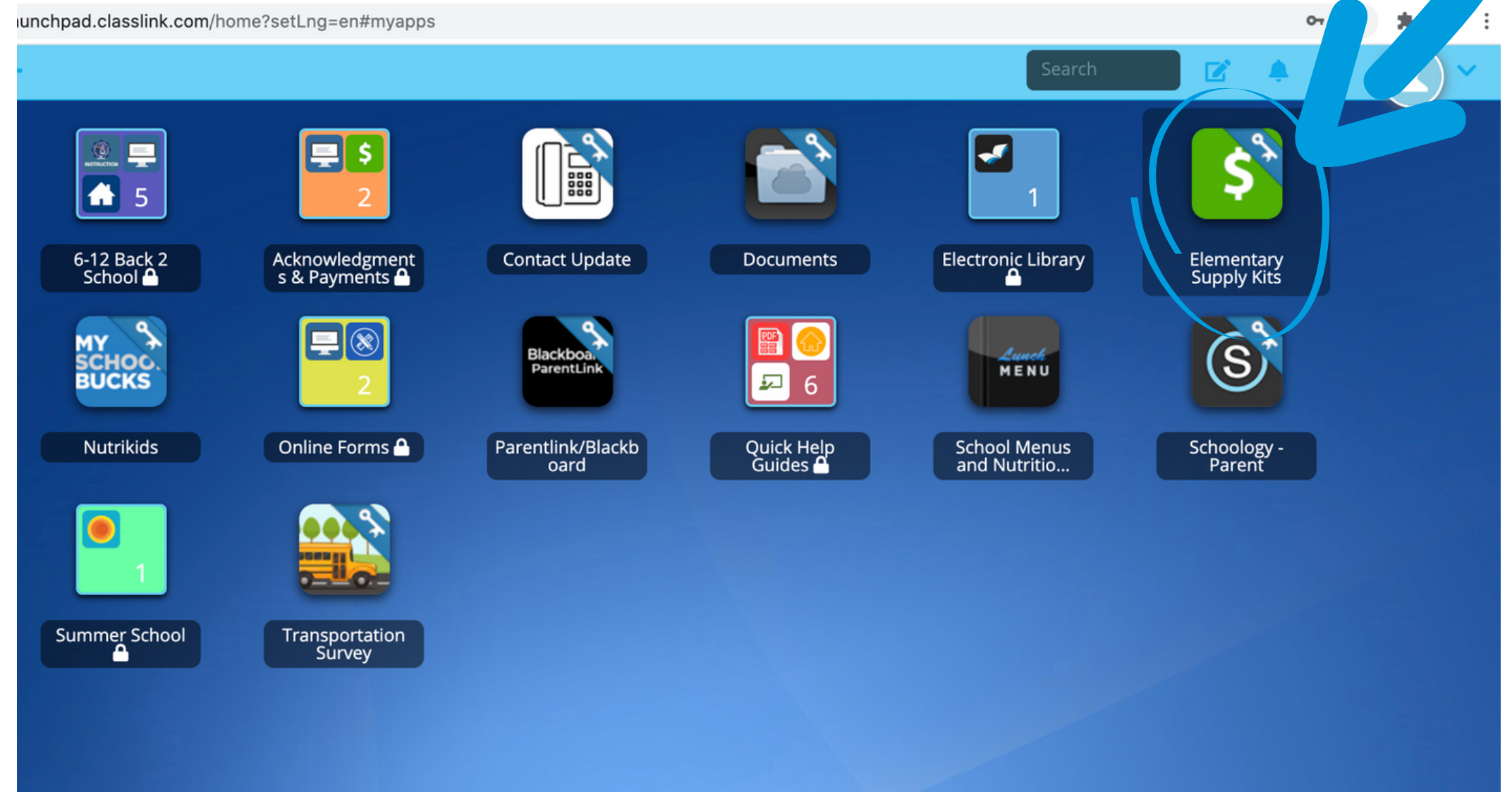
# Step One: Log In to CPS Families Portal

1. Go to <http://www.cpsk12.org>
  2. Select Families Portal on the upper, right-hand side of the webpage.
  3. Login using your portal login ID number as the user name and your email as the password. Need additional help?
- Visit CPS Families Portal Frequently Asked Questions at [www.cpsk12.org/familyportalfaq](http://www.cpsk12.org/familyportalfaq).
  - Contact your child's school. Building contact information can be found at [www.cpsk12.org/contacts](http://www.cpsk12.org/contacts).





Step Two: Click  
on School  
Supplies



## ClassLink Browser Extension not installed or enabled



### Elementary Supply Kits

This application requires the ClassLink Browser Extension for Single Sign-On. It is either not installed, or not enabled.



Google Chrome detected

Don't ask me again

Continue to website

Check again

Install Extension

Step Three:  
Download and  
enable the browser  
extension

Home > Extensions > ClassLink OneClick Extension



# ClassLink OneClick Extension

Offered by: [www.classlink.com](http://www.classlink.com)

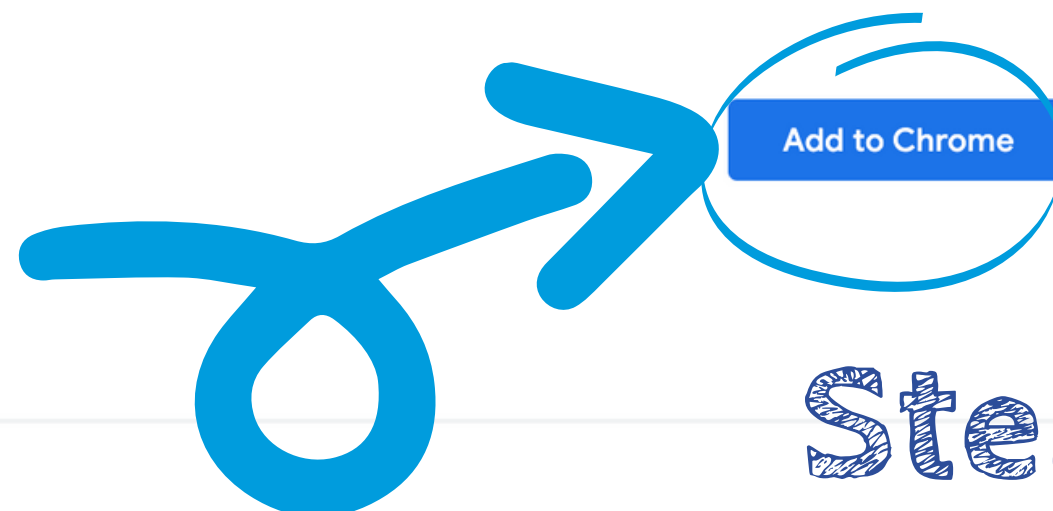
★★★★★ 333 | Productivity | 1,000,000+ users

Overview

Reviews

Support

Related

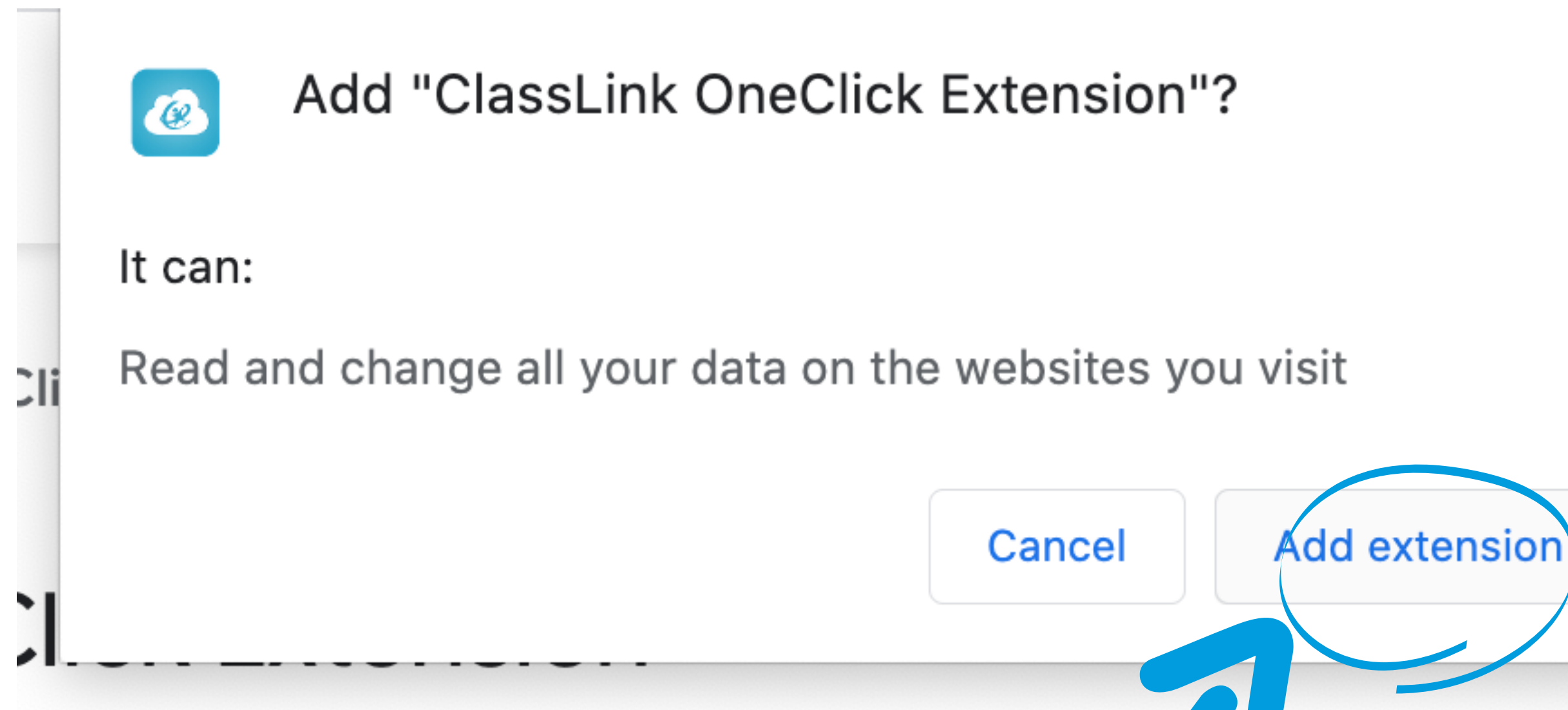


Add to Chrome

Step Four: Click Add to Chrome (Or Safari or Firefox)

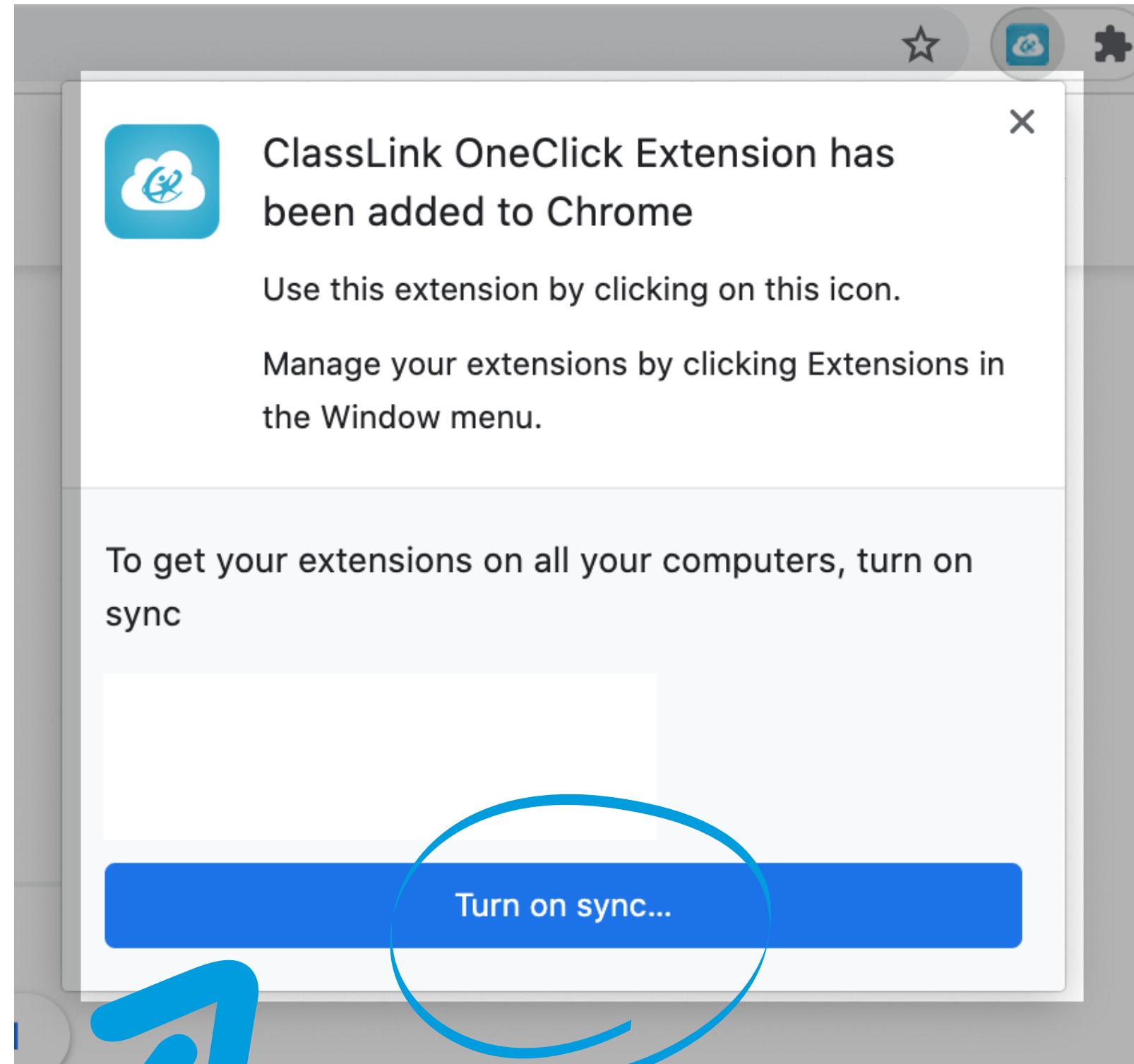


## Step Five: Add Extension






# Step Six: Turn on Sync



lasslink-oneclick-extens/jgfbgkjjlonelmpenhpfeljjlcnkpe/related

Link your Chrome data to this account? ×

 This account is managed by cpsk12.org

You are signing in with a managed account and giving its administrator control over your Google Chrome profile. Your Chrome data, such as your apps, bookmarks, history, passwords, and other settings will become permanently tied to ameyer@cpsk12.org. You will be able to delete this data via the Google Accounts Dashboard, but you will not be able to associate this data with another account. You can optionally create a new profile to keep your existing Chrome data separate.

[Learn more](#)

[Link Data](#)

[Cancel](#)

[Create a New Profile](#)

[Overview](#)

[News](#)

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## Step Seven: Link to Data

Then click back into the webpage with your order form. If you get lost click back into the Families Portal.



Please verify and complete the information below. For credit card purchases, this information needs to match your credit card billing address. When completed, hit 'Submit' and you will be taken to a verification page.

If no items are listed for purchase, your student's building does not have online payment available at this time.

If you do not wish to purchase anything currently, please close your browser window. Closing your browser window does not affect receiving your student schedule.

**Payer Information**

First Name *	Address *	Email *	<input type="text"/>
Last Name *	City *	Confirm Email *	<input type="text"/>
	State *		
	Zip *		

# Already Purchased: 0	27.00	x	<input type="text" value="0"/>	=	0
# Already Purchased: 0	27.00	x	<input type="text" value="0"/>	=	0
Total: \$					0

Upon hitting the 'Submit' button below you will be taken to a verification page.

If you do not wish to purchase anything currently, please close your browser window. Closing your browser window does not affect receiving your student schedule.



# Step Eight: Review Your Account

Check your number of kits required. Then click submit.

Of note: Please verify and complete the information. For credit card purchases, this information needs to match your credit card billing address. When completed hit "submit" and you will be taken to the verification page.

Step Nine:  
Once you've  
submitted verify  
and click Pay  
Now

Payment Home

First Name  Last Name

Email Address

Select	Item Name	Item Amount	Quantity	Amount
<input checked="" type="checkbox"/>	[SSK35] Grades 3-5 In-Person School Supply Kit - 5094005900:	\$27.00	1	\$ 27.00
				Total Amount \$ 27.00

Address  City

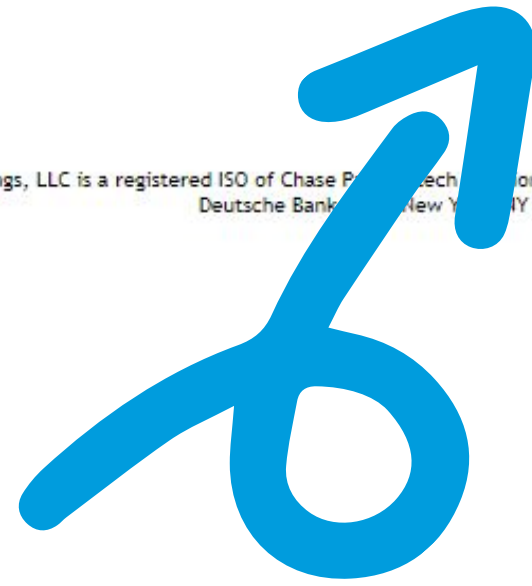
State  Zip Code

MO

**PAY NOW**

Columbia Public Schools  
1818 W. Worley Street  
Columbia, MO 65203  
573-214-3400/573-214-3401(Fax)

FrontStream Holdings, LLC is a registered ISO of Chase Paymentech Solutions, LLC, First National Bank of Omaha, Omaha, NE, BMO Harris Bank, N.A., Chicago, IL, Deutsche Bank, New York, NY and Wells Fargo Bank, N.A., Walnut Creek, CA.



Payment Home

First Name

Last Name

Email Address

Select	Item Name	Item Amount	Quantity	Amount
<input checked="" type="checkbox"/>	[SSK35] Grades 3-5 In-Person School Supply Kit - 5094005900:	\$27.00	1	\$ 27.00
				Total Amount \$ 27.00

Address






City

State

Zip Code

**PAY NOW**

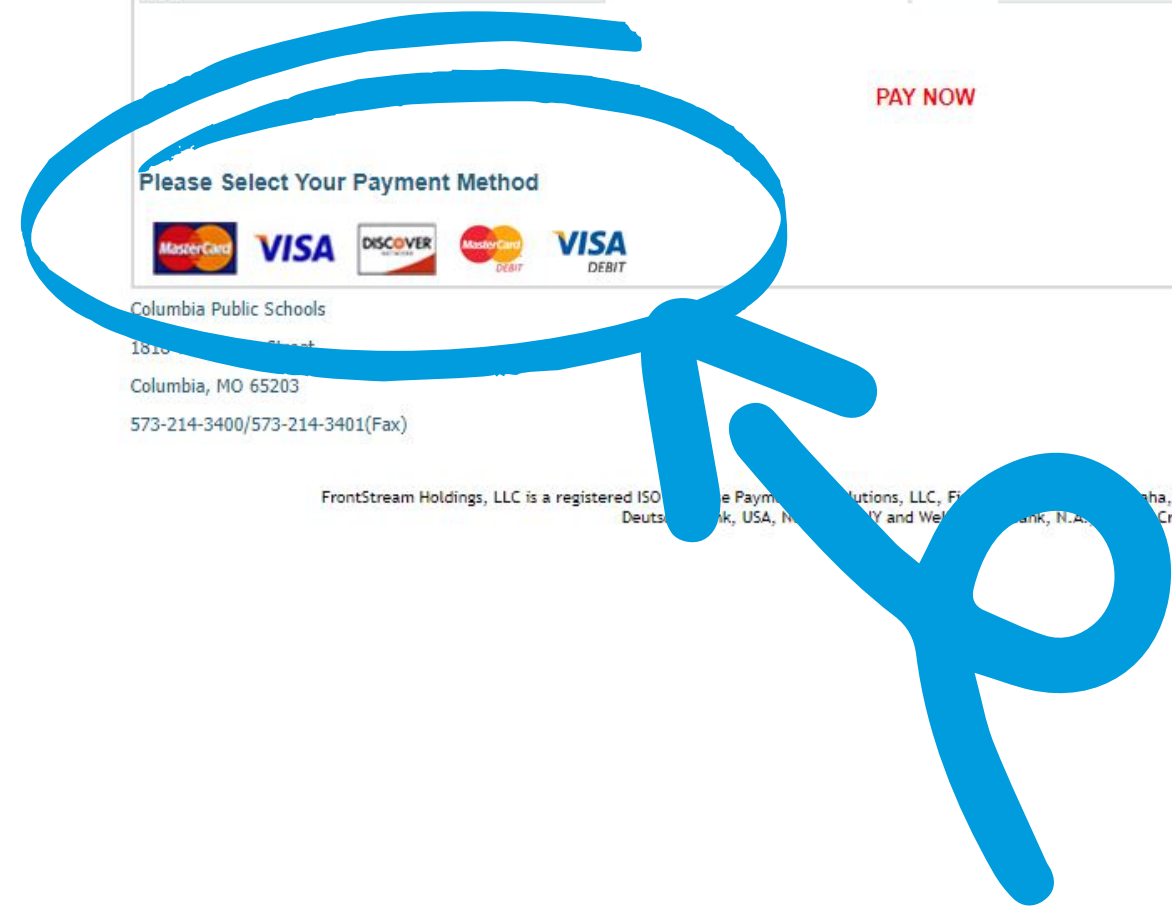
Please Select Your Payment Method

Columbia Public Schools  
1810 Street  
Columbia, MO 65203  
573-214-3400/573-214-3401(Fax)

FrontStream Holdings, LLC is a registered ISO... Payments Solutions, LLC, Ft. Omaha, Omaha, NE, BMO Harris Bank, N.A., Chicago, IL, Deuts... Bank, USA, N... and Wel... Bank, N.A., ... Creek, CA.

Step Ten:  
Select your  
Method of  
Payment and  
input your credit  
card information





**PAYMENT AUTHORIZATION**

**YOUR TRANSACTION WILL NOT BE PROCESSED UNTIL YOU AUTHORIZE BELOW**

By proceeding, I authorize COLUMBIA SCHOOL DISTRICT FT to process a one-time transaction from my Credit Card Account ending in [redacted] for the amount due of **\$27.00**. I understand that my transaction will be processed on **7/28/2020**.

Your privacy is important to us, so COLUMBIA SCHOOL DISTRICT FT will keep your personal data secure and COLUMBIA SCHOOL DISTRICT FT will not use it for marketing communications which you have not agreed to receive. At any time, you may withdraw consent by emailing [donotreply@columbia.k12.mo.us](mailto:donotreply@columbia.k12.mo.us) or by contacting our Privacy Officer. Please see our Terms and Conditions.

I agree that transactions processed through this site are final and only refundable in the event of a processing error.

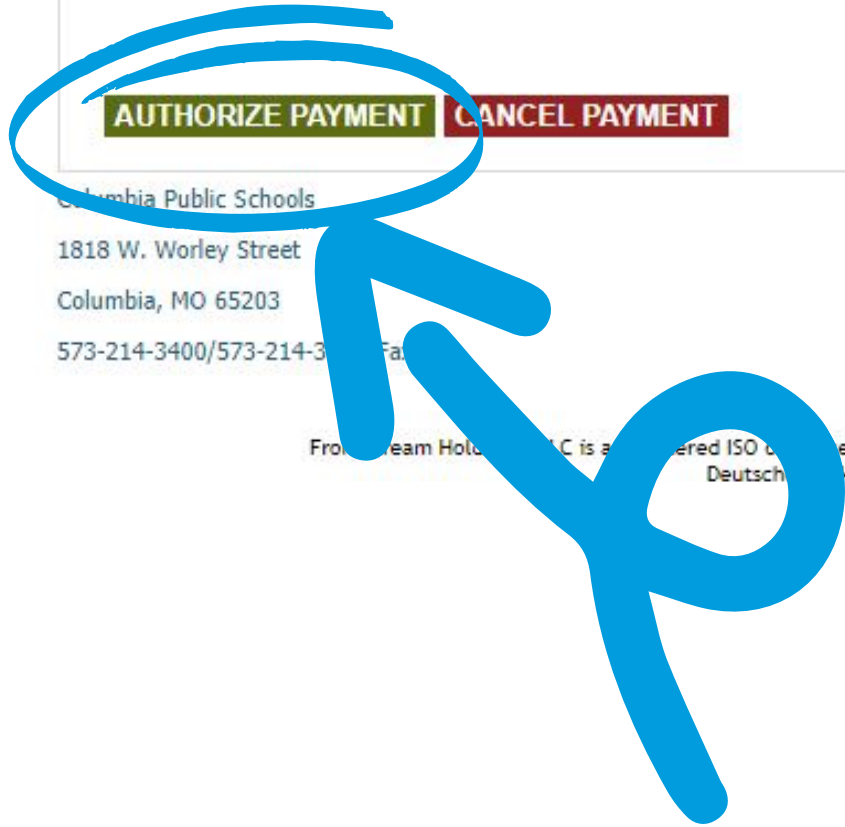
[Terms and Conditions](#)

**AUTHORIZE PAYMENT** **CANCEL PAYMENT**

Columbia Public Schools  
1818 W. Worley Street  
Columbia, MO 65203  
573-214-3400/573-214-3400 Fax

From Team Hold... C is a... ered ISO... e Paymentech Solutions, LLC, First National Bank of Omaha, Omaha, NE, BMO Harris Bank, N.A., Chicago, IL, Deuts... k, USA, New York, NY and Wells Fargo Bank, N.A., Walnut Creek, CA.

Step Eleven:  
Review and click  
Authorize  
Payment



# Step Twelve: Review or save your payment confirmation page

Click Continue when you have printed your confirmation page.

Payment Summary. Please print this page for your records.

1818 West Worley  
Columbia, MO 65203

**Payment Confirmation**

Pay to the order of  
E-mail Address  
Effective Payment Date  
Payment Status

Columbia Public Schools

7/28/2020

Approved

Name on Order  
Payment Tracking Number

**Transaction(s) Summary**

Transaction Status

This transaction has been approved by the Processor.

**Apply payment to:**

[SSK35] Grades 3-5 In-Person School Supply Kit - 5094005900:

(Qty: 1) 27.00

**Payment Total**

27.00

Please print this page for your records.

 Continue