

MPS Webpay Payment Instructions

PSAT TEST- FOR FRESHMAN STUDENT ONLY

Step 1: Go online to <https://az-mesa.intouchrecepting.com/>

Step 2: Enter your User Name and Password, then click Sign In.

Your 8-digit parent

ID number



User Name

Your last name up to the first 8 characters. The first letter of your last name must be capitalize.

Spaces and hyphens count as a character.



Password

Sign In

Don't know your 8-digit parent ID number? Please read the Parent Instructions located on the left side of the screen.

MPS Parents

If you are an MPS Parent, we have already assigned you a User Name and Password. It is **NOT** the same as your Parent Portal (Vue) username/password. Click on the Parent Instructions tab below for information on how to obtain your Username and Password. Do **NOT** create a Guest Account. MPS Parents **must** use their assigned User Name and Password to make payments for their Student.

Parent instructions are available in

English and Spanish

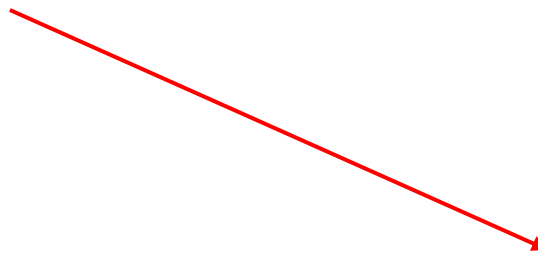


Parent Instructions English



Instrucciones Para Padres en Español

If you need assistance, please email us at mpswbpay@mpsaz.org



Need help?

- Do you need help with your Username and Password? MPS Parents, read info to the left and then click on the Parent Instructions tab to the left. Guests will need to create a Guest Account (see info to the left).
- MPS Parents who have read the Parent Instructions to the left and still cannot sign in, email us: your name, your 8 digit username, and the name(s) of your child(ren). These and other questions can be emailed to:

mpswbpay@mpsaz.org

Step 3.:

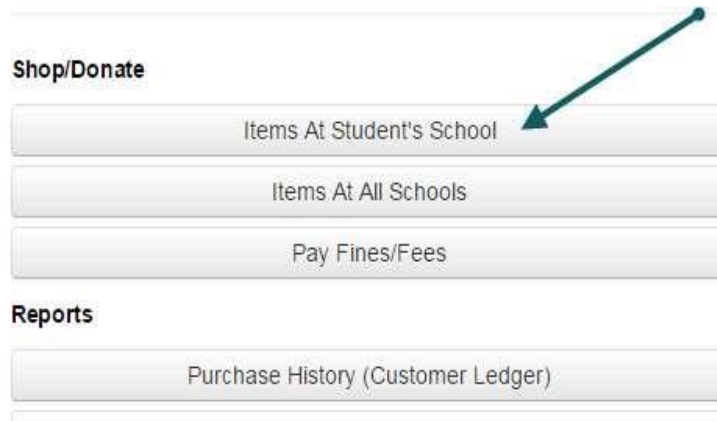
The parent should see their name along with all their MPS student(s).

Click on the student name that you wish to make a PSAT test payment for.



Step 4:

Under the Shop/Donate Tab, click on the bar that reads; “Items At Student’s School.”



Step 5:

Click on “PSAT Test”

Need assistance? See the Help link at the bottom of the screen.



You are here

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Categories

[AP Test](#) [DEVICE PROTECTION PLAN](#) [PSAT TEST](#) [Donation - ECA Tax Credit Eligible](#)

Step 6: Select either the **#3459 PSAT/9thGR Test (does not qualify for the AZ Tax Credit)** **OR** **#8459 PSAT/9thGR Test ECA (may be eligible for the Arizona Tax Credit).**

Item	Qty	Amount	
 3459-PSAT/9THGR PSAT TEST FOR FRESHMAN ONLY Auxiliary Test Account #3459-does not qualify for the Az Tax Credit. Payment will be used for the PSAT test and will not be transferred to any other account. Payment into the PSAT Test Account will incur a processing fee of 2.74% of the total charge, with a minimum of \$1.00, maximum \$10.00.	<input type="text" value="1"/>	<input type="text" value="16.00"/>	<input type="button" value="Add"/>
 8459-PSAT/9thGr PSAT TEST FOR FRESHMAN ONLY - ECA Dobson High School CTDS: 070204274. This payment may be eligible for the Arizona State income tax credit under Arizona Revised Statutes §43-1089.01. Please consult with your personal tax adviser to determine the application of this credit for Item 8459. Contributions are NONREFUNDABLE and NONTRANSFERABLE.	<input type="text" value="1"/>	<input type="text" value="16.00"/>	<input type="button" value="Add"/>

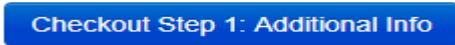
Click the “Add” button to put item in your Shopping Cart.



Step 7: Click “Checkout” at the Top

View your order

Continue to



- ★ You will be prompted to enter student name and school name.
- ★ You will also be asked to read the PSAT test payment guidelines.

PSAT TEST FOR FRESHMAN ONLY

STUDENT NAME:

SCHOOL NAME:

★ [PSAT Test Payment Guidelines For Freshman Student Only \(Please Read\)](#)

I have read and I understand the PSAT Test Guidelines for my Freshman Student

Step 8: Continue to “checkout” step 2 and make your payment.

