

ONLINE PAYMENT INSTRUCTIONS FOR ORBUND

All New & Returning parents **MUST** complete the online registration process for their child at the following link: (Please follow the instructions in the Announcement Email).

<https://bit.ly/JISRegistration21>



The image shows a web form for Jaferia Islamic School. At the top is the school's logo, which consists of the letters 'JIS' in green inside a white archway with a green outline. Below the logo, the school's name 'Jaferia Islamic School' is written in a large, bold, black font. Underneath the name is the address '3140 Spencerville Road, Burtonsville, MD 20866' in a smaller, regular black font. The main heading of the form is 'Parent Registration' in a bold, grey font. The form itself is a light grey rectangle containing two input fields: 'Username' with the text 'JIS Test' and 'Password' with a series of dots. Below these fields is a 'Login >>' button. At the bottom of the form is a link for 'New Parent Registration'.


Jaferia Islamic School
3140 Spencerville Road, Burtonsville, MD 20866

Parent Registration

Username

Password

Login >>

[New Parent Registration](#)

Complete Fee Payment Process for Returning & New Students:

PLEASE NOTE: FOLLOW THE JIS FEE STRUCTURE ATTACHED TO THE REGISTRATION EMAIL

Once you fill in all the required information & registration is complete, log into your Orbund Online Portal server2.orbund.com using the same credentials and complete the fee payment process. For New student, you will receive your username and password to access your orbund online account once JIS Administration confirms your child's registration.

1-Click on "Payment & Invoice" under the left menu option "Tuition & Fees"



The screenshot displays the Jaferia Is online portal interface. At the top left is the JIS logo, and to its right is the school name "Jaferia Is". Below the logo is a vertical navigation menu with the following items: "Start Page", "Communication", "Academic Reports", "Enrollment & Attendance", "Tuition & Fees", "Payment & Invoice", "Reference", and "Setup". The "Payment & Invoice" item is highlighted in green, and a red arrow points to it from the right. To the right of the menu is a "Paymer" section with a "Payment" sub-section. The "Payment" section contains the following fields: "Family Id", "Name Al", "Address", "Tuition", "ABBAS, F", and "ABBAS, F".

2- Payment Schedule Section will be displayed on the right side of the page/screen,

3- Enter an amount you want to pay under “Payment”

4- Click on “Make Payment” button under the amount you just entered

Total Amount Payable 475

Payment Schedule

#	DUE DATE	TUITION	OTHER'S	INSTALLMENT	PAID	OWED	DUE	MEALS	PAYMENT
1	Sep 01, 2016	450	25	475		475			0
					Total	475	0	0	0.00

Enter an amount to Pay

Make Payment

Click Here to make payment

Payment History

PAYMENT DATE	AMOUNT	PAYMENT METHOD	NOTE
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5- Enter your payment information (cc details) on the next screen. (A popup dialog similar to the image shown here will be displayed)

6- Make sure to write "SCHOOL FEES" in the Notes Section

7- Click on "Submit Payment".

The image shows a screenshot of a web application dialog box titled "Enter Payment Information". The dialog box contains a form for entering payment details. The form fields are as follows:

Payment Method	Credit Card - Paypal Direct
CC First Name	JIS
CC Last Name	Test
CC Address	3140 SPENCERVILLE RD,
CC City	BURTONSVILLE
CC State	MD
CC Zip Code	20866
CC Country	UNITED STATES OF AMERICA
CreditCard Type	Visa
CC Number	
CC Expdate	07 2016
CC Security Code	
Currency	USD
Note	SCHOOL FEES

At the bottom of the form, there are two buttons: "Submit Payment" and "Cancel".

Red arrows and text annotations are present on the image:

- A red arrow points to the "Submit Payment" button with the text "Click Here To Submit Payment To JIS".
- A red arrow points to the "Note" field with the text "Make sure to write 'SCHOOL FEES' Here".
- A red arrow points to the "CC Expdate" field with the text "Enter Your CC Details Here".

8- This screen will redirect you to the main PayPal Direct Billing Page where you will complete the payment process.

For all technical Support queries, please send an email to helpjis@gmail.com

Thank you,

JIS Administration