

Adding Auto Pay for Child Care Accounts

In Arux, auto pay for child care programs are set up separately for each child care account.

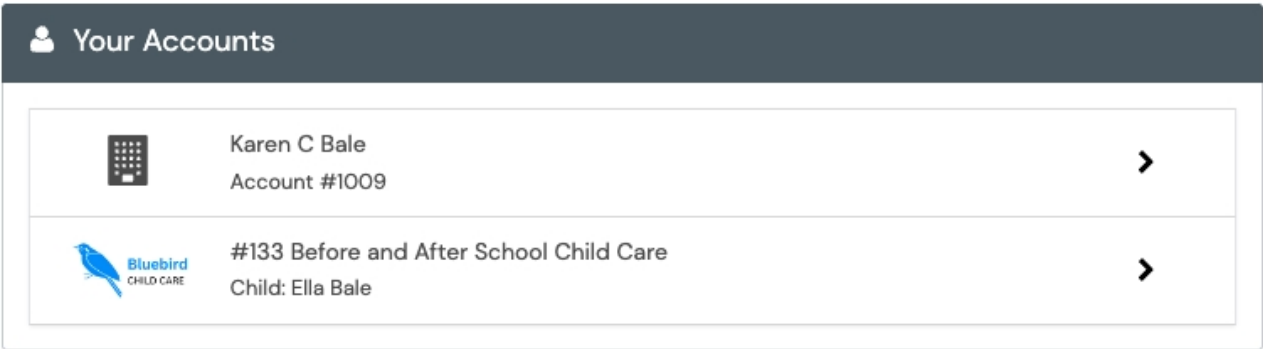
Note:

If you have multiple students, or contracts with more than one program, you can set up auto pay for each account individually.

To add auto pay for a child care account:

For Desktop Devices

- 1. Navigate to your program's Arux Community Portal site and click **Sign In**.
The Sign In page is displayed.
- 2. Sign in to your account.
Your Account Dashboard is displayed. If your dashboard is not displayed, click your name in the upper-right corner or click Your Dashboard in the footer of the page.
- 3. Under Your Accounts, select the desired Child Care Account.



The child care account page is displayed.



[Home](#)
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Hi, Karen

[Sign Out](#)

Before and After School Child Care

Account #133

Account Management

[+ Register a New Contract](#)

[Manage Authorized Pickups](#)

Latest Invoice

Due Date

August 30, 2024

Balance Due

\$510.00

\$ Pay

View

Auto Payments

No Auto Payments Set up for Before and After School Child Care #133

[Setup Auto Payments](#)

On-Site Security Code

000133

This security code is used when signing in or out at the site's location.

Current and Upcoming Contracts

Ella Bale

Boulder Creek Elementary

Mon-Fri Full Day

Ends on Aug 30, 2024

Recent Activity

July 2024

07/29/24 2:33 PM	BASCC Invoice #597: Jul 15 - Aug 16	\$510.00
07/15/24 12:44 PM	Credit Card Visa (1111) Payment online for \$300.00	\$-300.00
07/15/24 12:43 PM	BASCC Invoice #594: Jun 03 - Jun 28	\$300.00

View All Activity

4. Under Auto Payments, click **Setup Auto Payments**.

The Choose Method for Auto Payments modal is displayed.

Choose Method for Auto Payments in SUMMER CAMP: #1030

☐



Visa ●●●● 1111
Expires: 12-2025

Edit

☐



Visa ●●●● 1111
Expires: 12-2023

Edit

+ Add Saved Payment Method

Close

Use Selected Payment Method

5. Select your desired payment method or click **Add Saved Payment Method**.

6. Click **Use Selected Payment Method**.

The payment method is used for auto pay for the selected child care account.

Note:

If you need to update credit card information or bank routing details, you need to remove the current payment method and enter the information as a new payment method.

For Mobile Devices

1. Navigate to your program's Arux site and tap the **Hamburger** icon.

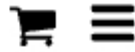
The navigation menu is displayed.

2. Tap **Sign In**.

The Sign In page is displayed.

3. Sign in to your account.

Your Account Dashboard is displayed.



You have signed in successfully



Find Programs for
Your Family



View Your 2
Enrollments



View Account
Payments

\$ Your Invoices

No Outstanding Invoices



Manage Family Members



Karen C Bale

You



Emergency Contacts

4. Under Your Accounts, tap the desired Child Care Account.

Accounts



#1032 SUMMER CAMP

Child: Maya Woods



The child care account page is displayed.

5. Under Auto Payments, click **Setup Auto Payments**.

The Choose Method for Auto Payments modal is displayed.

Choose Method for Auto Payments in SUMMER CAMP: #1030

☐ **VISA** Visa ●●●● 1111 Expires: 12-2025 [Edit](#)

☐ **VISA** Visa ●●●● 1111 Expires: 12-2023 [Edit](#)

[+ Add Payment Method](#)

[Close](#) [✔ Use Selected Payment Method](#)

6. Select your desired payment method or tap **Add Payment Method**.

7. Tap **Use Selected Payment Method**.

The payment method is used for auto pay for the selected child care account.

Note:

If you need to update credit card information or bank routing details, you need to remove the current payment method and enter the information as a new payment method.