How to Access Your Student Billing Account

STEP ONE:

You should have received an email from luthercollege@myschoolapp.com to set up your online account.

This email will include an invitation to create a Blackbaud ID to connect with "Luther College High School & University".

Click the "Accept Invitation" button.

Please note: If you have do not receive the email from luthercollege@myschoolapp.com*, please contact us at* financemanager@luthercollege.edu*.*

STEP TWO:

You will be redirected to a sign-up page.

Follow the steps and click the "Sign Up" button.

STEP THREE:

You will receive a confirmation email from Blackbaud.

Click the "Confirm" button within the email to complete your registration.

STEP FOUR:

You will be redirected to the login page. Here you can login to access your student's fees owing information, found under "Billing" then "Current Bill" where you will find the total amount owing in the top left-hand corner.