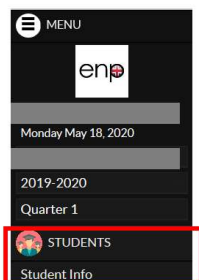


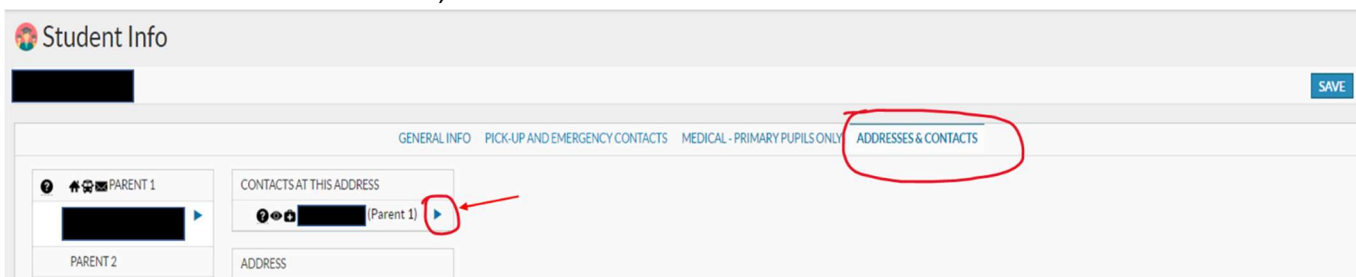
Instructions for checking/amending invoice rate settings.

Log on to your **parent** account (<https://enp.rosariosis.com/sis/>) using your RosarioSIS login and password and follow the steps below:

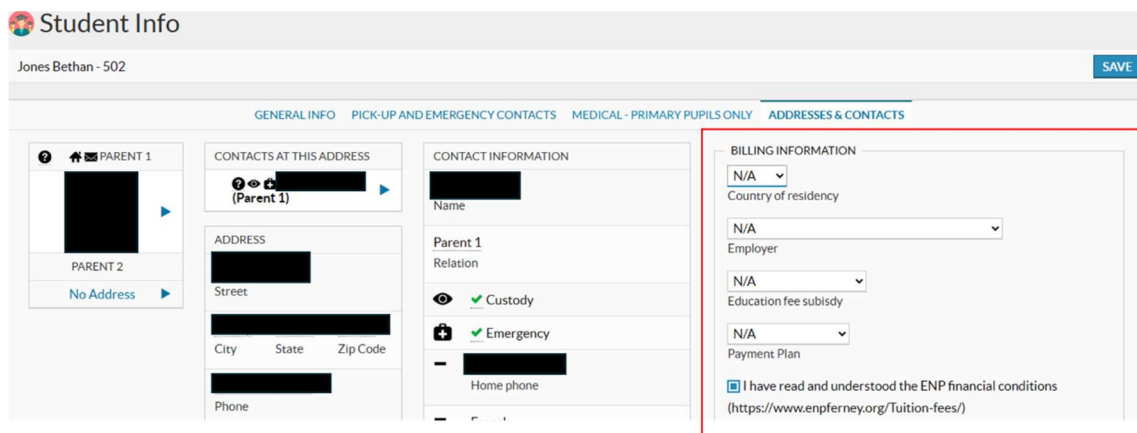
- 1) Click STUDENTS/Student Info



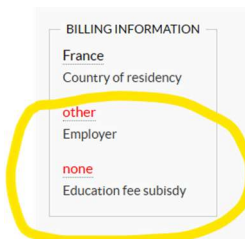
- 2) On the ADDRESSES & CONTACTS tab, click on the small blue arrow next to Parent 1.



- 3) The billing information we have on record for you is shown on the far-right side. Check the information and use the drop-down menu to update or complete the information. Then click save.



If the Billing Information box has red writing, then you need to update the information and click SAVE.



- 4) Repeat the process for Parent 2