

Parent Directions for Donating ECA Funds Online:

Go to the Mesa Public Schools Home Page and click on ECA under the “Pay and Donate” category (you may need to scroll down).

Log in to your account. If you don’t remember the account login and password provided by your school, call the number on the right side of the screen and they will assist you.

Select the student you are donating the funds for and choose “Items at Student’s School”.

From the list, select “Donation – ECA Tax Credit Eligible” and click on “L - P – ECA Account Name”.

Scroll down until you find the Orchestra – ECA Account - #8146, and input the amount you wish to donate.

Click on the blue “Add” button to the right and continue to Checkout at the top right-hand corner of the screen.

Verify that the item added to your cart is correct, then choose “Checkout Step 1: Additional Info”.

Verify that all information is current, then type in your student’s name in the designated box and continue to “Checkout Step 2: Payment”.

Fill in your credit card information and select “Pay Now”.

This completes your transaction. Make sure to print a copy of the transaction for your tax file, and if you’ve directed the money to an individual student’s account, print a second one for them to give to the orchestra director.

Guest Directions for Donating ECA Funds Online

Go to the Mesa Public Schools Home Page and click on “ECA” under the “Pay and Donate” category (you may need to scroll down).

Click on the “Donate Online” button at the bottom of the screen.

Create a Guest Account. You will have to create a username and password, but once created, you can save it for future use. Fill in all the information requested and click on the “Sign Up” button at the bottom of the screen.

Choose “Items at All Schools”, then “High Schools”, and “Mountain View”.

From the list, select “Donation – ECA Tax Credit Eligible” and click on “L - P – ECA Account Name”.

Scroll down until you find the Orchestra – ECA Account - #8146, and input the amount you wish to donate.

Click on the blue “Add” button to the right and continue to Checkout at the top right-hand corner of the screen.

Verify that all information is current, then type in your student’s name in the designated box and continue to “Checkout Step 2: Payment”.

To direct your contribution to a specific student’s account, type the student’s name in the designated box.

– OR –

To donate to the general orchestra account, follow the same directions as above, but leave the box designated for the student name blank.

Verify that all information is current and continue to “Checkout Step 2: Payment”.

Fill in your credit card information and select “Pay Now”.

This completes your transaction. Make sure to print a copy of the transaction for your tax file, and if you’ve directed the money to an individual student’s account, print a second copy for them to give to the orchestra director.