

Instructions to check for outstanding fees/charges to the DCPS student account

All students should be aware of any fines they have incurred over the time spent in a DCPS school so that when it comes to graduating, your process is expedited. Students can check their status by following the instructions below.

The link has been provided in the QUICK LINKS section of the school website

ACHS Quick Links

- > Remembering Ms. James for the yearbook
- > 2019-20 ACHS Enrollment
- > 2019-2020 Students: Check for outstanding DCPS debts
- > PERTI PERTI PERT Sign up
- > All AP Honors Program information
- > College Scholarships and Other Opportunities

These instructions are best if you are **SIGNED ON TO A DCPS Computer** that has the ability for single sign in processes.

1. Log onto a DCPS computer
2. Go to the website → <https://duval.follettdestiny.com>
3. Look in the top right-hand corner to find the link to Log In and click it
4. Click Duval Single Sign On



Log in using your account with



5. It may ask you for your Microsoft log in username, if so you will need to use your student email address: s#####@students.duvalschools.org (#=your student number)



Log in using your account with



OR

Log in using your Destiny account

User Name:
Password:

3. See note below



NOTE: On the next screen you may have to input your STUDENT email. It is s#####@students.duvalschools.org s followed by your student number.

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6. Click on MY INFO to find if you have any fees needing to be paid before you graduate

The screenshot shows a web browser window with the URL `duval.follettdestiny.com/`. The page header for Atlantic Coast HS 268 includes navigation links for Home, Catalog, and My Info (highlighted with a red box and a red arrow). A callout box indicates that the student name is displayed in the top right corner. The main content area is titled 'Items Out' and shows a table of library materials checked out for the patron. Below this, there is a section for 'Fines' with a table listing an Art Fee and a fee for RM (FL COLLECTIONS 10 2017 HMM). There are also sections for 'Holds' and 'Recommended Titles'.

Due Date	Resource Name	Price	Home Location	Checked Out
5/29/2020	1984 HOLT (Item: 40000003450675)	\$15.35		10/14/2019

Reason	Amount
Art Fee	\$10.00
RM FL COLLECTIONS 10 2017 HMM (Item: 43268000322018)	\$67.30

7. If you have any books out from previous years, now would be a good time to hunt them down and turn them in or pay for the books.
8. Outstanding balances can be paid in the Media center before and after school.

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