

CHAMPIONS

HOW TO VIEW INVOICES, STATEMENTS, PAYMENTS, AND RECEIPTS

Use this guide to view and download invoices, receipts, and payment statements for tax or reimbursement. This can only be done on the website, not in the app.

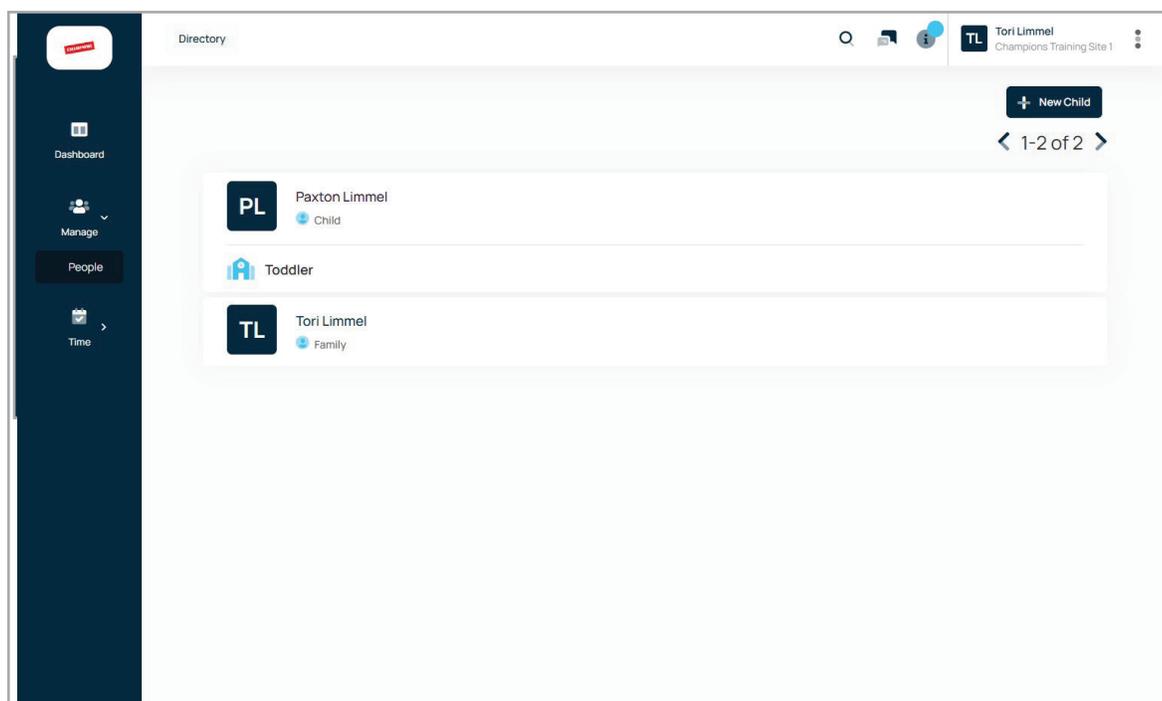
STEP-BY-STEP INSTRUCTIONS

STEP 1:

Sign in at my.discoverchampions.momentpath.com.

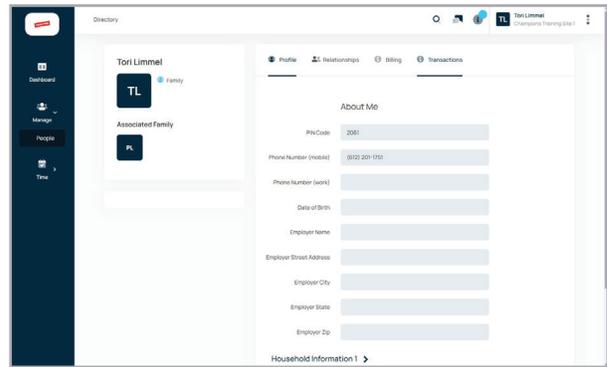
STEP 2:

In the left sidebar, click **Manage > People**, then select the name of the family member who makes payments.



STEP 3:

Select the "Transactions" tab.

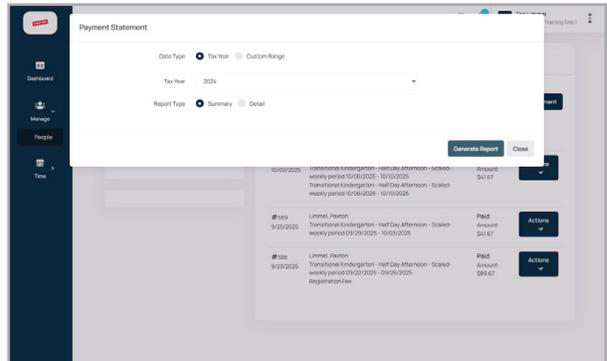


STEP 4:

Next, do one of two actions:

To view payment statements:

Click "Payment Statement," choose a tax year or custom date range, and select summary or detail. Then click "Generate Report." To save or print, click "Download PDF."

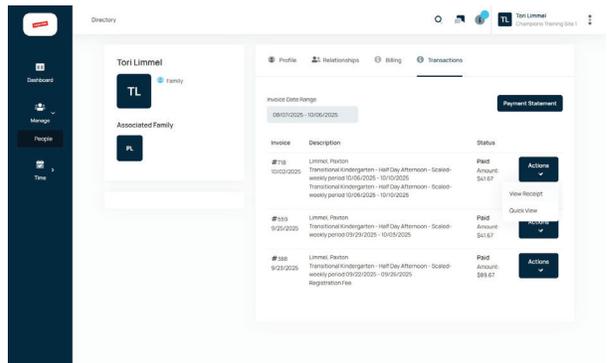


To view individual invoices or receipts:

Click the action menu next to the invoice. Then select "View Invoice" or "Download PDF."

To get your 2025 tax statement:

Contact Family Support at ChampionsHelp@KC-Education.com or 800-246-2154.



TROUBLESHOOTING

Can't find a statement? Check your selected date range.

Want your 2025 tax statement? Reach out to Family Support at ChampionsHelp@KC-Education.com or 800-246-2154.

PDF won't open? Try downloading the PDF again or using a different browser.

Not seeing a recent payment? Payments may take up to 24 hours to appear in your account.

QUESTIONS? Email ChampionsHelp@KC-Education.com, call 800-246-2154, or contact your site director.