**Register for SchoolCash Online today**

**It’s fast, easy, free, and safe**

During the COVID-19 pandemic, District Name has been striving to improve safety and reduce risk wherever possible. One safety measure is minimizing cash and check payments at our schools: we use SchoolCash Online for all school items and activity fees. We encourage all parents to register now, so you’ll be ready to make online payments from home: both now and in the future as more school items become available again.

Why register now?

* Be ready to receive email notifications of new fees or items available for purchase.
* Be ready to pay for school fees anytime, anywhere, with a simple click.
* Keep track of your child's items and activity fees.
* Manage all students in your household from one location.
* Have online access to your account history and view and print receipts.

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| How to register* Go to https://district.schoolcashonline.com and click **Register**.
	+ Enter your first name, last name, email address, and create a password
	+ Select a security question
	+ Select **Yes** to receive email notifications (note that you will not receive any promotional emails)
* You will receive a confirmation via email. Check your Spam folder if you don’t receive it.
* Use your email address and password to log in to your account.
 | How to add children to your account* Sign in to **SchoolCash Online**: https://district.schoolcashonline.com.
* At the top of the page, navigate to **My Account**.
* From the dropdown menu, select **My Students**.
* Click to add a child:
	+ Type your school board name.
	+ Choose your school from the list.
	+ Enter your child’s details. You may add up to 8 students to your account.
	+ Click **Confirm**.
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How to make a payment

* Select the item which you would like to purchase & click **Add to Cart**.
* Once you have finished adding items to your cart, click **Continue** to make a payment.