



# School Cash Online Payment Program

## The *Easy*, safe way to pay for school items

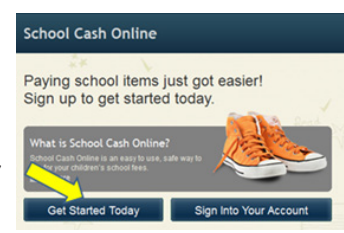
- It's Quick, Easy and Safe
- Manage Payments for Each Child in One Program
- Banking and Personal Information Protected

For safety and efficiency reasons, Grand Erie District School Board is reducing the amount of cash & cheques coming into our school. Please join the thousands of parents who have already registered and are enjoying the convenience of paying ONLINE! It takes less than 5 minutes to register. Follow these step-by-step instructions to begin to receive email notifications regarding upcoming events involving your child(ren).

**NOTE: If you require assistance, select the SUPPORT option in the top right hand corner of the screen.**

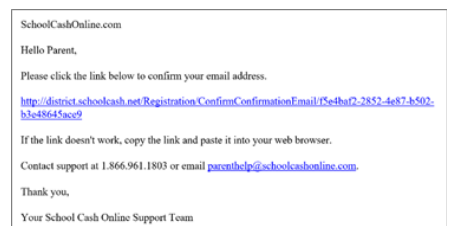
### Step 1: Register

- If you have not registered, please go to the School Cash Online home page [schoolcashonline.com](http://schoolcashonline.com) and select the "Get Started Today" option.
- Complete each of the three Registration Steps \*For Security Reasons your password, requires 8 characters, one uppercase letter, one lowercase letter and a number.



### Step 2: Confirmation Email

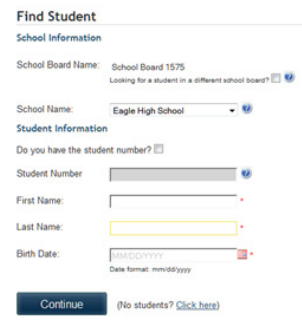
A registration confirmation email will be forwarded to you. Click on the link provided inside the email to confirm your email and School Cash Online account. The confirmation link will open the School Cash Online site prompting you to sign into your account. Use your email address and password just created with your account.



### Step 3: Find Student

This step will connect your children to your account.

- Enter the School Board Name.
- Enter the School Name.
- Enter Your Child's First Name, Last Name and Birth Date.
- Select **Continue**.
- On the next page confirm that you are related to the child, check in the Agree box and select **Continue**.
- Your child has been added to your account.



### Step 4: View Items or Add Another Student

If you have more children, select "Add Another Student" and repeat the steps above. 8 children can be added to one parent account. If you do not wish to add additional children, select "View Items For Students" option. A listing of available items for purchase will be displayed.



School Cash Online

School Cash Online – Parent Help Desk  
1-866-961-1803  
[parenthelp@schoolcashonline.com](mailto:parenthelp@schoolcashonline.com)





# School Cash Online Payment Program

## myWallet

myWallet is a convenient, safe and reloadable online wallet that can be used to store funds and pay for your child's items on School Cash Online.

### Step 1: Load Funds to your myWallet

- Sign into [district.schoolcashionline.com](http://district.schoolcashionline.com), click on myWallet.
- Click "Add Funds to myWallet" and use your preferred method of payment to load funds.
- Check your email for a receipt that says: "myWallet Add Funds" and the corresponding amount. Note: an item has NOT been purchased in this step.

### Step 2: Purchase an Item

- Once funds have been loaded to your myWallet, click on "Items". Select the item you would like to purchase.
- Click "Add to Cart". If you have more items to purchase, click "Select More Items". Select "Checkout" at the top right corner when done shopping.
- Choose myWallet as the method of payment. Note: your available myWallet balance is displayed, ensure there are enough available funds to cover the price of the item. If not, repeat Step 1 and return to complete the checkout process.
- Check your email for a receipt that lists the item that was purchased.

## Trouble Shooting Rejected Payments

- The payment is flagged as Rejected\*\*
- The parent and school are notified by email
- A banner appears when the parent logs in to the school cash online account

One of your recent payments has been Rejected. Click [here](#) to pay for the item(s) again.

- The parent must click on the word "here" on the banner to re-pay for the rejected item(s).
- New items that have been posted, will not appear on the list until the rejected item(s) have been repaid
- Once the rejected item has been paid, the new items will be available for the parent to purchase

\*\* Rejected payments may occur due to incorrect banking information or non-sufficient funds



School  
Cash  
Online

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