

As a Board, we are committed to safety and efficiency by encouraging families to pay ONLINE and reduce the amount of cash & cheques coming into our schools. Online payment users benefit from knowing students are not carrying cash to school which can be easily forgotten, misplaced or not handed into the school office in time for important school activities and events.

Please join the 50,000+ Halton District School Board parents who have already registered and are enjoying the convenience of paying ONLINE! It takes less than 5 minutes to register. Please follow these step-by-step instructions, so you will begin to receive email notifications regarding payment for upcoming events involving your child(ren).

Some of the added benefits parents/guardians will enjoy by using School Cash Online include:

Ability to pay by credit cards, including Visa, Mastercard, Visa Debit, Mastercard Debit

Receive reminder emails, so you never miss a payment due date

See only items available to purchase online that are applicable to your student(s)

One-time registration - students will automatically be moved between schools within the Board

Uses Google Translate in over 100 languages to assist you when making purchases

Make an online donation and receive your tax receipt by email (donations \$20 and over)

Parent Help Desk Support available 24x7

Step 1: Parent/Guardian Registration

To register, please go to the *School Cash Online* home page

<https://hdsb.schoolcashionline.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**.

After selecting your password, check the box to “Yes” to consent to receive email notifications for new fees associated with your student and updates on school-related activities.

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: Add Student

This step will connect your child(ren) to your account.

- a) Verify the School Board Name.
- b) Select the School Name from the dropdown list.
- c) Enter Your **Child's Student Number**, (number starts with 002 or 003 found on report card or contact office if you are unsure)
Last Name and Birth Date.
- d) Select **Confirm**.
- e) On the next page confirm student information, check in the Agree box and select your relationship to the child. Select **Continue**.
- f) Your child has been added to your account.

Step 4: Add Another Student

If you have more children, select "**Add Another Student**" and repeat the steps above. Up to eight children can be added to one parent/guardian account.

If there is more than one parent/guardian who will be paying fees on behalf of your student(s), please share this registration information. A student may be added to up to five parent/guardian accounts.

Questions? Please contact the School Cash Online Parent Help Desk

Telephone (toll-free) : 1-866-961-1803
Email: parenthelp@schoolcashionline.com