



## AFPS has moved to **Online Payments!**

We are excited to announce that AFPS is moving to online payments for your purchases through the school including:

1. Agendas
2. Field Trips
3. Hot lunches (pizza, subs...)
4. Spirit Wear



... and more!

School Cash Online provides the following benefits:

- A convenient fee payment option that saves time and reduces paper
- No more need to send cash or cheques to school
- A quick way to register. It takes less than 5 minutes to register.

After registration, parents will receive notification via email of student fees owed (both required and optional), and can make secure online payments by Visa, Mastercard, or Interac, and receive a receipt *instantly!*

*\*If there are extenuating circumstances requiring you to pay by cash or cheque, please contact the office.*

To view a presentation about the program, go to <http://www.kevsoftware.com/movies/ParentRegEnglish/>.

## **Register ASAP! Follow the easy steps on the next page and get started!**



## **Step 1: Register**

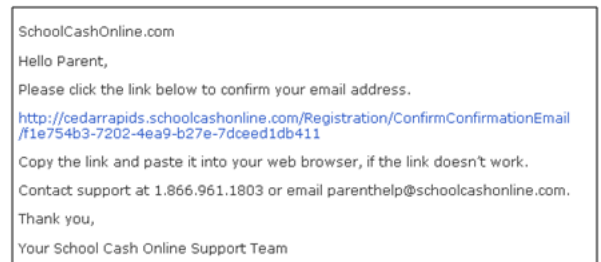
- a) Click on the School Cash Online button on our school's website at <http://annefrank.ps.yrdsb.ca/> and select the **"Get Started Today"** button.
- b) Complete each of the three Registration Steps

**\*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 automatically 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**

### **NOTE: STUDENT NUMBER IS REQUIRED**

*(Your child may know his/her number as it was used as their computer login. It can also be found on the top of your child's Student Registration Verification form coming home the first week of school)*

*This step will connect your children to your account.*

- a) Enter the School Board Name
- b) Enter the School Name
- c) Enter Your Child's Student # and Last Name
- d) Select **Continue**
- e) On the next page confirm that you are related to the child, check in the Agree box and select **Continue**
- f) Your child has been added to your account

A screenshot of the "Find Student" form. It has three steps: 1. Type in the School Board name and select one from the list (York Region District School Board is selected). 2. Select a school (a dropdown menu is shown). 3. Enter student information (Student Number and Last Name fields are shown). There is a "Continue" button and a link "(No students? Click here)".

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

If you have more children, select ***“Add Another Student”*** option and repeat the steps above. 5 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.

#### **NEED HELP?**

If you require assistance, select the ***GET HELP*** option in the top right hand corner of the screen or contact School Cash Online – Parent Help Desk at 1-866-961-1803 or [parenthelp@schoolcashionline.com](mailto:parenthelp@schoolcashionline.com).



AFPS is a proud Eco School!