





# YRDSB has moved to School Cash Online for all school based accounting.

Our Board and its Schools have been working hard to implement a system that will work for everyone.

As such, we are asking that you make School Cash Online your preferred method of payment for School Events & Activities.

School Cash ONLINE is: Easy! - Quick! - Safe! - Secure!

Parents who participate, receive notification via email of activities for each child, and then are able to make secure online payments by Credit Card or Debit and receive a receipt immediately; give electronic permission for their son/daughter's participation; volunteer to assist with the activity; and send nothing back to school.

The registration process is easy and instructions are available in many languages.



Should you need help to register, please call: <u>905-887-1543</u> and we will set up an appointment for you to drop in and we will help you.

## Step 1: Register

Click on the School Cash Online button on our school's website at <a href="http://castlemore.ps.yrdsb.ca/">http://castlemore.ps.yrdsb.ca/</a> and select the "Get Started Today" button.

Complete each of the three Registration Steps for each student registered in a YRDSB school

\*For security reasons your password requires 8 characters, one uppercase letter, one lowercase letter and a number.

## **Step 2: Confirmation Email**

Wait until you receive your registration confirmation email which will be automatically forwarded to you. ONCE you receive this, 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 for your account.

### **Step 3: Find Student**

**NOTE: A YRDSB STUDENT NUMBER IS REQUIRED** 

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 YRDSB Student Number which is:

\_\_\_\_\_ and LEGAL 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 now been added to your account

# **Step 4: 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.

Hello Parent,

School Cash Online!

Please click the link below to confirm your email address: http://cedarrapids.schoolcashonline.com/Registration/ ConfirmConfirmationEmail/fle754b3-7202-4ea9-b27e-7dceed1d b411

Copy the link and paste it into your web browser, if the link doesn't work, contact support at 1 866 961 1803 or email parenthelp@schoolcashonline.com

Thank you.

Your School Cash Online Support

Find Student
Type in the school name or select one from the list: York Region District School Board
Select a school: Castlemore Public School
3. Enter student information:
Student Number
Last Name Continue

**NOTE:** When you register, you may wait for 24-48 hours after registering, to receive an Event Notification, as our Systems interact during the night. You may wait longer if there is nothing ACTIVE for your child at this time.

#### **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 <u>parenthelp@schoolcashonline.com</u>.

Thank you for registering!