



Northern Lights P.S. accepts online payments through School Cash ONLINE!

School Cash Online is our preferred method of payment and provides the following benefits:

- A convenient fee payment option can be made **anywhere, anytime!**
- No need to send cash or cheques to school
- A quick way to register. It takes **less than 5 minutes** to register
- You can choose the **language** of your choice by clicking **Google Translate!**

Parents that opt to participate will receive notification via email of student fees and can make secure online payments by credit card and receive a receipt.

Follow the easy steps on the next page to Register and get started!



Step 1: Register

a) Please go to the School Cash Online parent site:

<https://yrdsb.schoolcashionline.com/>

b) Select the **“Register”** button

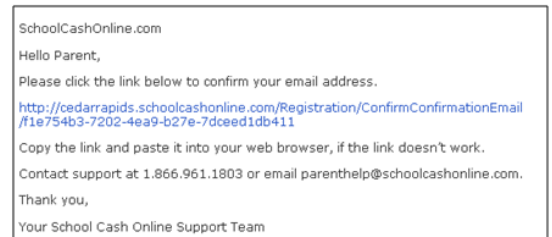


c) Enter your parent information to create an account.

*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/Add Student

NOTE: Enter Student Number (not OEN)

This step will connect your children to your account.

- Select the School Name from the list
- Enter student information: Student Number and Last Name
- Select **Confirm**
- 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

Add Student

* Indicates a required field

1. Type in the School Board name and select one from the list

York Region District School Board

Type in the School Board name and select one from the list

2. Select School Name from the list

Select school...

3. Enter student information

Student Number

Last Name

Confirm

[I don't want to add a student](#)

Step 4: View Items or Add Another Student

- If you have more children, select **“Add Another Student”** option in My Account/My Students 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.