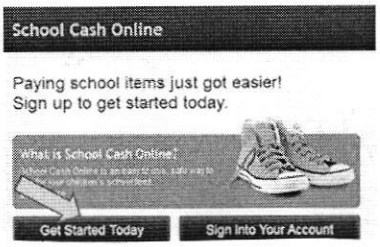
Parent Registration Instructions for School Cash Online

School Cash ONLINE

In order to enhance student safety and school efficiencies, St. Walburg School would like to reduce the amount of cash and cheques received by our schools. Please join other St. Walburg 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 and begin to receive email notifications regarding upcoming events involving your child(ren).

If you are new to School Cash Online:



Step 1: Register NOTE: If you require assistance registering, select the *SUPPORT* option in the top right hand corner of the screen

a) If you have not registered before, please go to the School Cash Online home page https:// schoolcashonline.com and select the ***"Get Started Today"*** option.
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.***

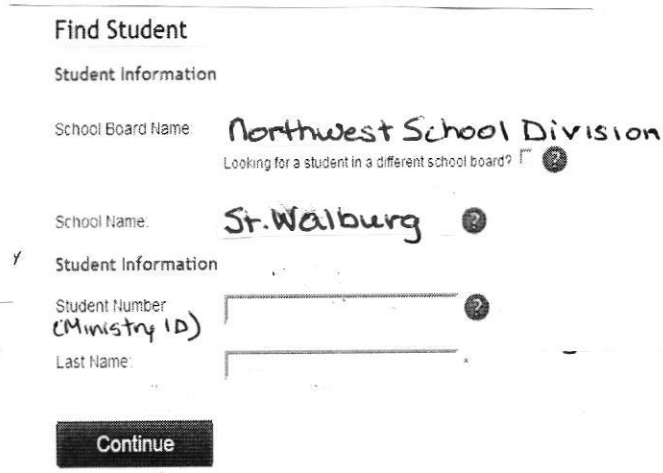
Step 2: Confirmation Email

A registration confirmation email will be 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 child(ren) to your account.

a) Select the School Board Name
b) Select the School Name
c) Enter Your Child's Student Number and Last Name
Student Number is the 9 Digit Ministry # found on your child's Edsby profile
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



Step 4: View Items or Add Another Student

If you have more children or your child attends more than one school in SW5 select ***"Add Another Student"*** option and repeat the steps above. Five 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.

* Please note - to process payment, you need to know your bank's; 5 digit transit number
3 digit institution number
account number