



# WILLIAM LYON MACKENZIE COLLEGIATE INSTITUTE

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June 30, 2016

Dear Parent/Guardian,

The Toronto District School Board will soon be launching School Cash Online, an easy to use, safe and convenient way for parents/guardians to pay for their children's school fees, including agendas, yearbooks and class trips. School Cash Online will be available to our school starting the week of **August 29, 2016**.

All school fees applicable to your child will be posted on School Cash Online. Once you register, you can choose to purchase the items or activities using a debit or credit card. You will be able to see when the school has a new item posted online for purchase and you will also have the option to be notified whenever your child has a new school event requiring payment.

**Registration will open the week of August 29, 2016.** To register for School Cash Online, please visit <https://tdsb.schoolcashonline.com> select "Get Started Today" and complete the three registration steps. For more information on the registration process, please see the handout attached to this letter. Once registered, you will receive an email notification when items become available online.

If you have questions about the registration process or using School Cash Online, please select the "Get Help" option on the top of School Cash Online web page. You can also contact the School Cash Online Parent Help Desk at 1-866-961-1803 and [parenthelp@schoolcashonline.com](mailto:parenthelp@schoolcashonline.com). The Parent Help Desk is available to assist parents/guardians with the registration process, password recovery, accessing your account or payment issues.

Sincerely,

Marcia Diakun  
Principal

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