

Online Payment Instructions for Student Activity Fee

The Student Activity Fee for 2017-2018 is \$75.00. For more information on Student Activity Fees, please refer to the Student Activity Fee Information Sheet included in this package. Beginning August 15th, Student Activity Fees can be paid online through the Toronto District School Board's School Cash Online System. School Cash Online provides users with a safe and easy to use system to pay school expenditures at your own convenience online. To register for School Cash Online, please refer to the following step-by-step instructions. All activity fees must be paid before Tuesday September 5th.

Step 1: Register

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

NOTE: If you require assistance, select the **SUPPORT** option in the top right hand corner of the screen.

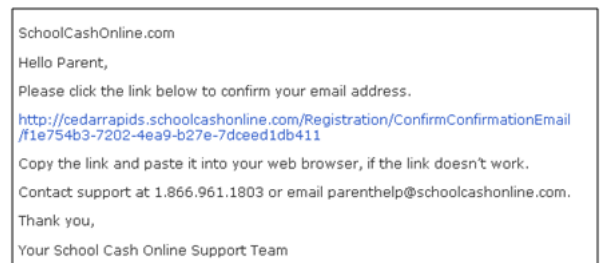
- b) Complete each of the three Registration Steps
*For Security Reasons your password, requires **8 characters**, **one uppercase** letter, **one lowercase** letter and a **number**.



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 the email address and password just created with your account.



Step 3: Find Student

This step will connect your children to your account.

- Enter the School Board Name
- Select the School Name
- Enter Your Child's First and Last Names
- Enter Your Child's Date of Birth
- 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

Step 4: View Items or Add Another Student

If you have more children, 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.

Stay connected! Be sure to select the option to receive email notifications when new items become available, selecting **"Yes"**.

- I want to receive email notifications for new fees assigned to my student and updates on school-related activities.