Dear Student or Parents,

Our School District is supporting the use of School Cash Online, which provides you with the convenience of paying online for school items such as trips, club/athletic fees, and spirit wear. We really want to save you time when paying for school expenses, so we can't wait for you to take advantage of this opportunity. School Cash Online is a great way to pay without the need for cash or checks!

Please follow the link below to register online (it takes less than 5 minutes!). Once you have registered yourself or your child, you will be able to see when there is a new item posted online for purchase.

You also have the option to be notified whenever a new school expense is due, so you don't have to worry about missing the deadline.

To set up an account and explore the system, please follow the instructions below. We look forward to hearing your feedback!

<u>Register Online:</u>

- Step 1:   Please click on this link: https://sd35.schoolcashonline.com/

- Step 2:   Register by selecting the "Register Now" and following the steps.

- Step 3:   After you receive the confirmation email, please select the "click here" option, and login in.

Step by Step Instructions on Reverse Side

✓ Convenient ✓ Safe ✓ Secure -

PLEASE NOTE: If you have any questions during the registration process or while shopping online, please select the *SUPPORT* option in the top right hand area of the screen.
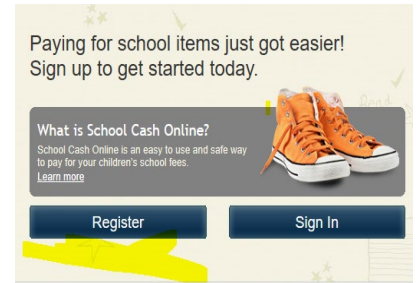
For safety and efficiency reasons, School District would like to reduce the amount of Cash & Checks coming into our school. Please join the thousands of parents who have already registered and are enjoying the convenience of paying ONLINE!   It takes less than 5 minutes to register. Please follow these step-by-step instructions, so you will begin to receive email notifications regarding upcoming events involving your child(ren).

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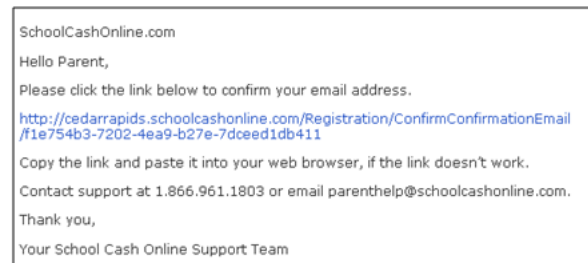
Step 1: Register

a)   If you have not registered, please go to the *School Cash Online* home page
https://sd35.schoolcashonline.com/
and select the *"Register"* 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 children to your account.
a)   Enter the School Board Name
b)   Enter the School Name
c)   Enter Your Child's Name & Birth Date & Pupil #
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, select *"Add Another Student"* option 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.