

SchoolCashOnline



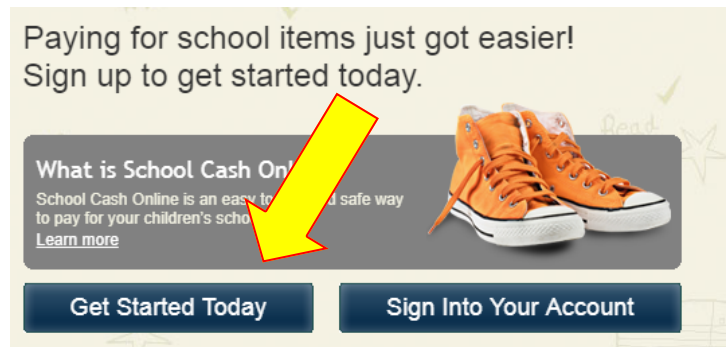
Knollwood Park P.S. now has access to [School Cash Online](#). It is an easy to use, safe and convenient way for parents and guardians to pay for their children's school fees, field trips and other student activities. To register for School Cash Online, please follow these step-by-step instructions:

Note: If you require assistance, select the SUPPORT 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 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 the email address and password just created with your account.

Step 3: Find Student

This step will connect your child(ren) to your account

- Enter the School Board Name – *Thames Valley District School Board*
- Select the School Name – *Knollwood Park P.S.*
- Enter your child's first and last names
- Enter your student's 9 digit student number (contact the office to access this number)
- Enter your child's date of birth
- Select **Confirm**
- On the next page confirm that you are related to the child, check the **Agree** box and select Continue
- Your child has been added to your account

Step 4: View Items

Once you're in, you can click on **Items** to see all of the different items and fees that have been posted. There may be things in there that don't pertain to your student; just ignore those. Find the item your student is asking you to pay, click on the live link and another screen will come up with the option to **Add to Cart**. Once you're done adding the desired items to your cart, you click **Continue** to be directed to the Payment Method Screen. Parents can choose to use eCheck, Mastercard, Visa or Interac Online payments.



The rest is easy; you check out just like any other online shopping process used.

If you're still struggling at some point in these steps, call the school and we can walk you through it. 519-452-8290