

# SchoolCash Online Payment System

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The DufferinPeel Catholic District School Board (DPCDSB) implemented an Online Payment System in all schools offering parents and communities a safe, convenient easy option for making payments related to school events, activities, fundraising and other items.

### I am trying to purchase an item, but it is not listed. What should I do?

Each school creates items for purchase and assigns them to students. Once assigned, they will appear in student "Items" tab on School Cash Online. Please contact your school office if you do not see an item that you require.

### How will I know that there are items to be purchased?

E-mail notifications are sent to the account holder when new items are uploaded to your student profile. To verify that you have accepted email notifications, select the "My Account" tab and then the "Manage Email Notifications" option. Click on the option to activate the email notification, and then select the "change" button to save your information.

### Will parents/guardians still be able to pay by cheque or cash?

Yes. Parents/guardians will still be able to pay by cheque or cash. However, the Online Payment System is the preferred option for payments in order to help minimize cash handling in schools.

### Who pays for the School Cash software, maintenance and training?

The DPCDSB has a-1.9 (as)10.6 (a)2.7 (l)2.8 (wa)13.6 (TJ 0.002 Tc 2 (D)2.7 (C)13.18f)

### Why does the SchoolCash Online Payment System need my email address?

There are specific purposes for your email address. First, it is used as your username to log into the system. Second, to send you receipts for payments or donations made. Third, to enable you to receive email notifications of school events and activities. These are the only messages you will receive from the School Cash Online system.

To ensure that you receive email notifications, check off the email notification box during the School Cash Online registration. To verify that you have accepted email notifications, select the "My Account" tab and then the "Manage Email Notifications" option. Click on the option to activate the email notification, and then select the "Change" button to save your information.

### Why didn't I receive an email notification as part of the account registration process?

As part of the School Cash Online registration process, you should receive an email with a verification link that must be used to activate your account. In some cases, the email may be held in your junk mail folder. Please check your junk mail folder for the verification email.

### Why can't I attach my student to my account?

Please ensure the legal name of your student is used when attempting to attach your student to your account. This is the information which would have been provided to the school when they were originally registered for school. The birth date must also contain numbers in the format of mm/dd/yyyy. All fields must contain two to four numbers including zeros where appropriate e.g. 01/21/2010 for January 21, 2010. Please remember that the student number field is optional.

### How many items can I pay for at one time?

The shopping cart has a limitation of 99 items. If you reach this limit, you must first finalize the checkout process for some of those items before adding more to the cart.