



Online Payment for School Expenses Now Available

Dear Parents/Guardians,

We are very excited to announce that Johnston Heights Secondary will now be offering *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 cheques!

To Register Online:

Step 1: Visit our school website at: <https://www.surreyschools.ca/schools/johnht/Pages/default.aspx>

Step 2: Click on the "Parent" tab and select "Pay Fees Online".

Step 3: Register by selecting the "Get Started Today" and follow the steps.

Step 4: After you receive the confirmation email, select the "click here" option, login in and add each of your children to your household account.

Once you have registered your child, you will be able to see when they have a new item posted online for purchase. You also have the option to be notified whenever your child has a new school expense due, so you don't have to worry about missing the deadline.

✓ **Convenient** ✓ **Safe** ✓ **Secure**

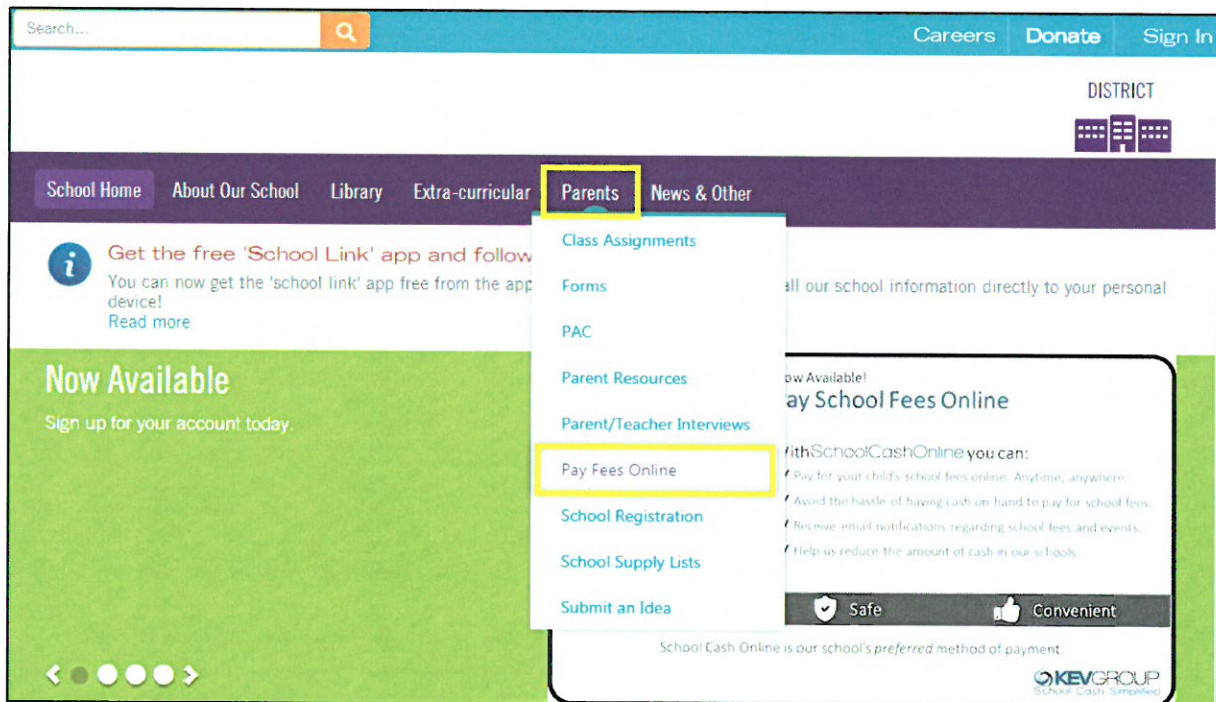
If you have any questions during the registration process or while shopping online, please select the **SUPPORT** option in the top right hand area of the screen.

Warm Regards,

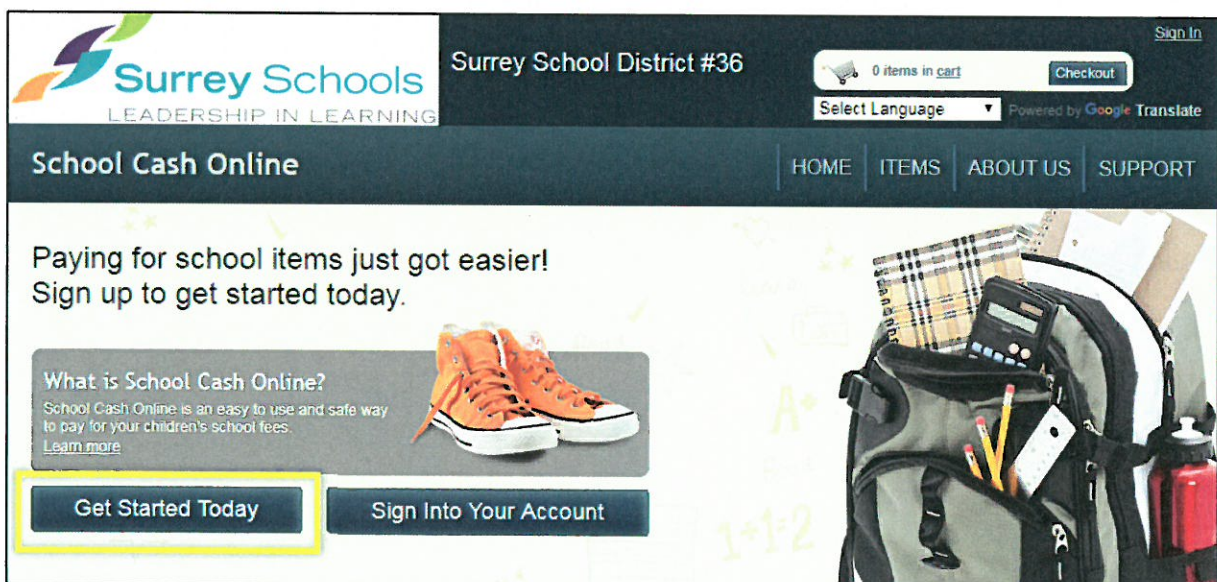
Mrs. McLaughlin
Principal

How to register for online payments

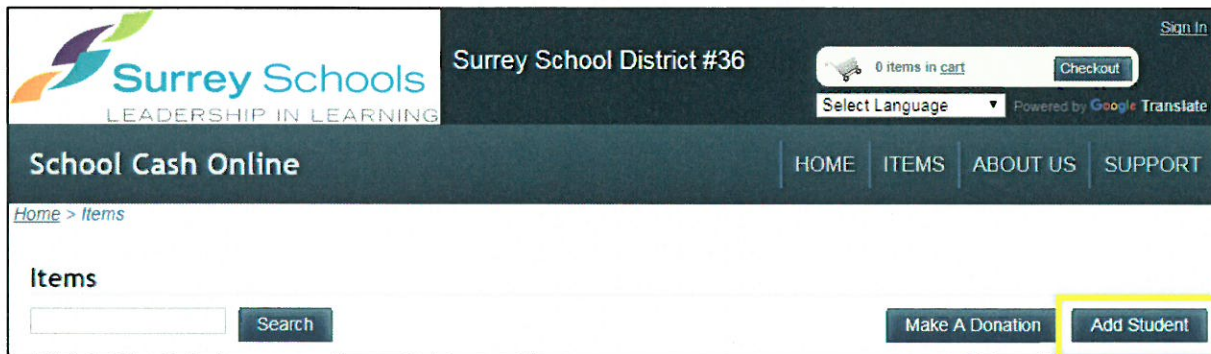
1. Visit the school website at:
<https://www.surreyschools.ca/schools/johnht/Pages/default.aspx>
2. Hover the mouse over the “Parents” tab and click “Pay Fees Online”



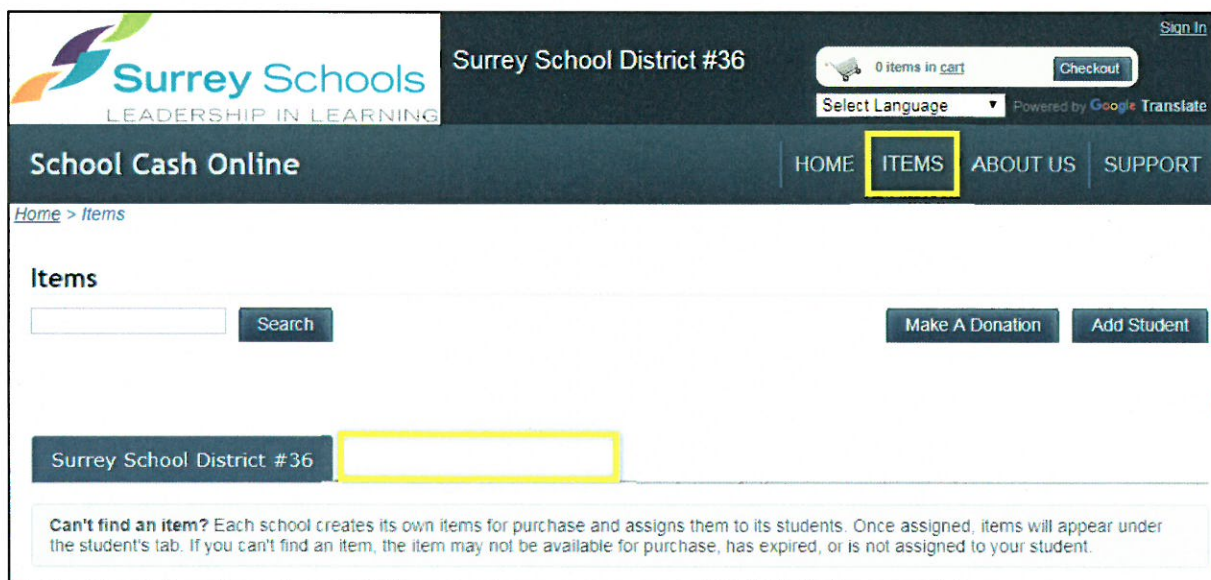
3. Click “Get Started Today” and follow the prompts to set up your account.



- Once you have created an account and received the email confirmation, log in to your account. Click “Add Student” and follow the prompts to attach your child. Be sure to attach your child to your account to receive notifications of fees posted online.



- After you have added your child, click on the “Items” tab (top right menu). You will see your child’s name as a new tab beside the Surrey School District #36 tab.



- Click on your child’s tab to see any fees to be paid. Select the item you wish to pay for and follow the prompts for payment. You will be able to deposit funds into your account (MyWallet) or pay directly from your chequing account (e-Check).

If you require further assistance, please contact the school [604-581-5500](tel:604-581-5500).