

School Online Payment System

For safety and efficiency reasons, the Surrey School District would like to reduce the amount of cash & cheques 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 ([Click here](#)) 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.

- a. Click on the link provided inside the email to confirm your email and School Cash Online account.
- b. 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**

Note: Student number is [not required](#)

This step will connect your child to your account.

- a. Enter the school board name
- b. Enter the school name
- c. Enter your child's name and birth date
- 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

- a. **"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

- b. **"View Items for Students"** option. A listing of available items for purchase will be displayed.