

# *When and how can I pay my student fees?*

We are asking parents of C.W. Perry to please view and pay your student fees (and option fees for grade 6-8) online at School Cash Online. <https://www.schoolcashonline.com/> Please read the information below about School Cash Online.

## **PAYING SCHOOL FEES AT C.W. PERRY USING SCHOOL CASH ONLINE...**

"Using School Cash is the simplest way to pay school fees."

"I appreciate the e-mail reminders if there is a field trip coming up that I need to pay for."

"There are so many times in the past that my child would tell me they needed \$6 for a field trip or \$2 for a hot dog lunch the morning it was required and I found myself scrounging the house for change or look for a cheque to come up with the needed money for my child that day."

"I don't feel comfortable sending cash to school with my child so School Cash alleviates that problem."

"We are a two-household family and I appreciate that School Cash allows for up to five accounts for our children. This flexibility has also allowed for the grandparents to have an account to pay for certain school-related expenses for our children, which has been a huge help to our family."

"My school has set up their fees so that I can pay up to five different times which helps me manage my finances and stick to a tight budget. School fees can be overwhelming to pay all at once for some people."

## **WHAT IS SCHOOL CASH ONLINE?**

Developed by KEV Group, School Cash Online specializes in making life easier for parents and schools. Over the past 18 years, KEV has helped over 6,600 schools manage their cash in the easiest way possible. By implementing School Cash Online, a KEV solution, your school has chosen to help you by eliminating the need to send cash into the school.

School Cash Online is a protected environment which meets the highest Internet security standards. <https://www.schoolcashonline.com/Home/SecurityPolicy>

## **HOW CAN I VIEW MY CHILD'S STUDENT FEES/OPTION FEES/FIELD TRIP FEES, ETC.?**

Student Fee Statements are sent home with students three times per year. For accurate information on your student's account at all times, please check your School Cash Online account.

Please create an account on School Cash is your child's student number (if you have already registered and used School Cash previously, you will simply use your current login and password).

### **For New Users to School Cash Online**

**How do I create an account?**

➤ **School Cash Online has been designed to be an easy to use, efficient online payment system. All you need to do is follow these four simple steps to get started.**

1. Register – Register your own secure personal payment account by selecting Get Started Today on the homepage.
2. Add a Student – (YOU WILL NEED YOUR CHILD'S STUDENT I.D. which is the eight digit student number assigned by Rocky View Schools that can be found on a report card, a schedule, a student ID card or by contacting us at [cwperry@rockyview.ab.ca](mailto:cwperry@rockyview.ab.ca)). Once you've confirmed your account, add your child to your account to view and pay for school expenses. You should be prompted for this information upon login. This feature can also be located under the "Items" tab or the "My Account" tab.
3. Pay School Expenses – Pay for any selected school expenses by adding the items to the cart and checking out.
4. Print Receipt – Print a copy of the transaction receipt for your personal records. This information can also be found under "Payment History".

➤ **Can each parent have a separate account?**

Yes. School Cash Online was designed for parents, grandparents, guardians etc to have individual accounts. The student can be added to up to five different "parent" accounts.

➤ **Why does School Cash Online need my email address?**

School Cash Online needs your email address:

1. for your username to log into the system
2. in order to email you a receipt for payments made
3. to enable you to receive notification of school events

➤ **Security Concerns**

We value your privacy and respect your security concerns. For more information on our privacy policy, please click on the link below. As well, please refer to questions below regarding our website security in the 'Security' section.

➤ **What makes a good password?**

Passwords should be unique, difficult for anyone else to guess and of course memorable to you. Your password must consist of at least 8 characters, and include at least one UPPERCASE letter, one lowercase letter and 1 number.

➤ **I have not received the verification email.**

Some email providers incorrectly identify School Cash Online emails as SPAM and send our emails direct to the SPAM folder. If you have requested your verification email and it has not arrived check your SPAM folder (or your ALL MAIL folder). If you do find the verification email in there you can ask your email system to allow School Cash Online emails in future.

**If you have any questions about School Cash Online and paying your child's school fees, please contact [cwperry@rockyview.ab.ca](mailto:cwperry@rockyview.ab.ca) (subject line: SCHOOL CASH).**