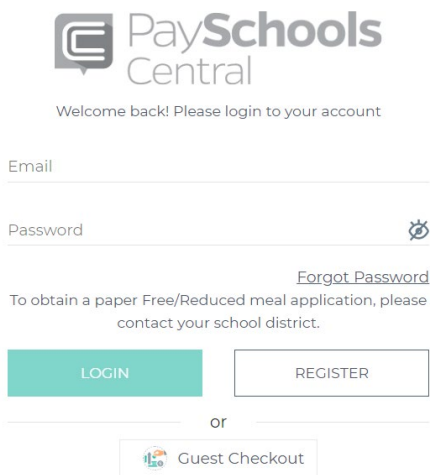


Payschoolscentral

To register for payschools please goto

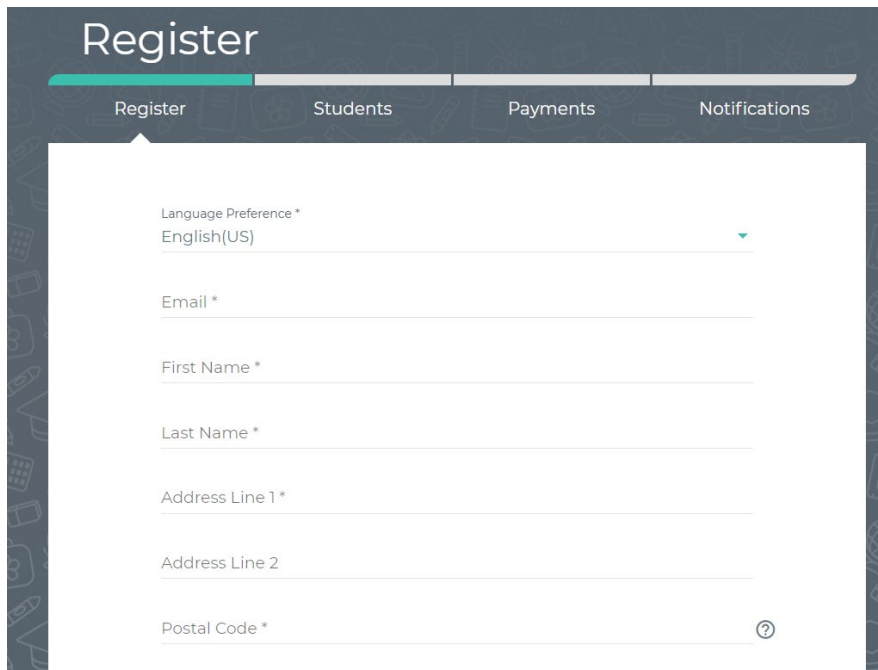
<https://Payschoolscentral.com>

Once at the main screen please select register.



The screenshot shows the Payschools Central login page. At the top left is the logo, a stylized 'C' inside a square. To its right, the text 'PaySchools Central' is displayed. Below the logo, a message reads 'Welcome back! Please login to your account'. There are two input fields: 'Email' and 'Password'. The password field has an eye icon to its right. Below the password field is a link for 'Forgot Password'. A note states: 'To obtain a paper Free/Reduced meal application, please contact your school district.' At the bottom, there are three buttons: a teal 'LOGIN' button, a white 'REGISTER' button, and a 'Guest Checkout' button with a small icon. The word 'or' is centered between the 'LOGIN' and 'REGISTER' buttons.

Please fill in the next form with an email address you have access to as they will send a confirmation link.



The screenshot shows the 'Register' form. The title 'Register' is at the top left. Below it is a navigation bar with four tabs: 'Register', 'Students', 'Payments', and 'Notifications'. The 'Register' tab is active. The form contains several input fields: 'Language Preference *' with a dropdown menu showing 'English(US)'; 'Email *'; 'First Name *'; 'Last Name *'; 'Address Line 1 *'; 'Address Line 2'; and 'Postal Code *' with a question mark icon to its right.

Please open the confirmation link and click the link.



Welcome to PaySchools Central.

Hi Totowa Schools,

To confirm your account and set your password, please follow [this link](#).

This link is active for 30 minutes. If you do not complete your registration during this time period, please return to www.payschoolscentral.com and use the Forgot password link to request a new link for your account.

PaySchools.com allows you to fund your student's account safely and easily online. For more information about PaySchools.com, please visit PaySchools.com. And for further ease of access to your account, be sure to pick up the mobile app for your smartphone or table - you'll find links below.

If you did not mean to create a new account or feel you've received this email in error, [please contact us](#).

Thanks,
PaySchools.com Administrators

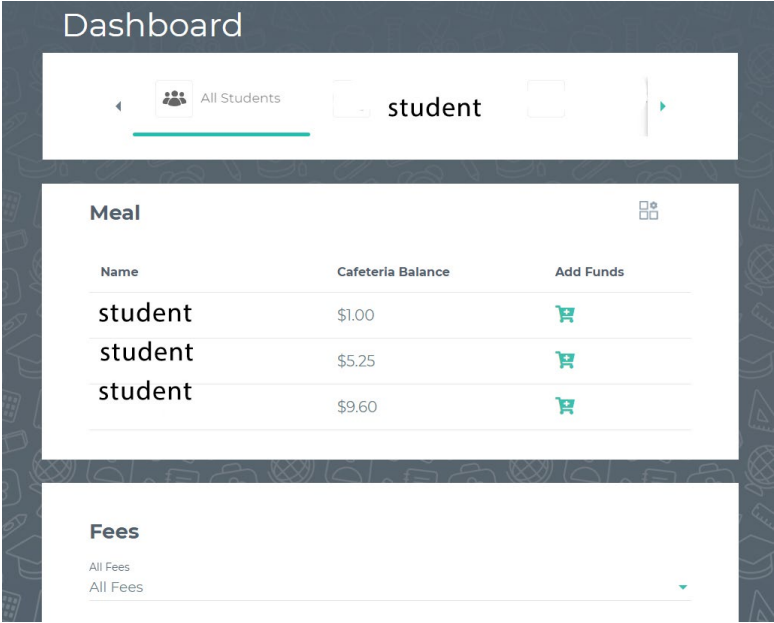
Continue the registration process.

Add your students (when it asks for student ID, you can find this information inside the parent portal)

A screenshot of the 'Add Student or Staff' registration form. The form has a dark blue header with the title 'Add Student or Staff' and four tabs: 'Register', 'Students', 'Payments', and 'Notifications'. The 'Students' tab is selected. Below the tabs is an 'INFORMATION' section with a paragraph of text: 'Due to privacy laws, PaySchools is unable to help you add students or staff to your account. The student or staff ID, first name, and last name you enter MUST match the information your district has provided to PaySchools. If you're having trouble adding a student or staff member to your PaySchools account, please contact your district to check their spelling or format of the name or ID number.' Below this text are six input fields: 'State *', 'District *', 'Student Id *', 'First Name *', 'Last Name *', and 'Relationship to Student/Staff *'. Each field has a dropdown arrow on the right side.

Finish the registration process.

Once at the main hub you will see your students, their lunch balances and also any fees that are assigned to them.



For any fees that are allowed to be paid in partial amounts you can enter any amount you want. We recommend keeping the receipts of your transactions.