



Moving Cashless with School Cash Online



Did you know...

Eighty-six per cent of parents/guardians have a School Cash Online account but only about 70 per cent of the fees posted online are currently being paid using that account? This year, Rocky View Schools (RVS) is asking all parents/guardians to set up a School Cash Online account and pay online. We want parents to experience the ease of making payments from the comfort of their home with the assurance that their funds are properly secured and safeguarded. RVS wants to have cashless schools!

Frequently Asked Questions

What does a cashless school mean for me as a parent?

Please don't send any money (cash or cheques) to school with your child any more. All fees will be promptly posted to SchoolCash Online so payments can be conveniently made from your home. You will receive an e-mail notifying you to log in to SchoolCash Online to make a payment. The SchoolCash Online platform accepts credit cards (Visa and MasterCard) and has an e-wallet function (debit card).

How do I set up a School Cash Online account or what happens if I encounter problems?

You can register online using the attached instructions or you can come to your child's school to meet with the friendly front office staff. They will help you get set up with the iPad or laptop they have available for such times. They will get you logged in quickly and easily so that all future payments can be made online.

What happens if I don't have a computer at home or don't wish to pay online?

You can come to your child's school's front office to pay by cash or cheque. You will be provided with a physical receipt immediately following payment. Please note that cash and cheque will not be accepted from students.

What if I forget and send cash or cheques to school with my child?

The teacher will politely ask your child to take the funds home with them and have their parents/guardians bring the funds to the front office at another time. Our teachers will no longer be accepting any kinds of money in classrooms, hallways or on field trips. You can either log in to School Cash Online and pay online or visit the front office of your child's school to pay with cash or cheque. Remember – your child may not be able to attend or engage in the learning activity if advance payment is not made.

I have a high school student and they are responsible for paying their own expenses. Can they pay on SchoolCash.net?

Yes! Our students can have their own School Cash Online account. If they are responsible for paying for their own fees, they can log in and make payment with their debit or credit card (just as you would). Students follow the same instructions for setting up a School Cash Online account as you would.

Parent Registration Instructions for School Cash Online

To enhance student safety and school efficiencies, Rocky View Schools (RVS) would like to reduce the amount of cash and cheques received by our schools. Please join other RVS parents who have already registered and are enjoying the convenience of paying ONLINE! It takes less than five minutes to register. Please follow the instructions below to begin receiving e-mail notifications regarding upcoming events involving your child(ren).

If you are new to School Cash Online:

Step 1: Register

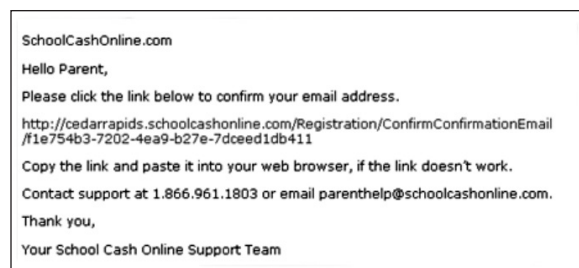
Note: If you require assistance registering, select the **SUPPORT** option in the top right hand corner of the screen

- If you have not registered before, please go to the School Cash Online home page <https://rockyview.schoolcashonline.com> and select the **"Get Started Today"** option.
- Complete each of the three Registration Steps
 - * For Security Reasons your password requires **eight characters**, **one uppercase** letter, **one lowercase** letter and **a number**.



Step 2: Confirmation E-mail

A registration confirmation e-mail will be forwarded to you. Click on the link provided inside the e-mail to confirm your e-mail address and School Cash Online account. The confirmation link will open the School Cash Online site prompting you to sign into your account. Use your e-mail address and password just created with your account to sign in.

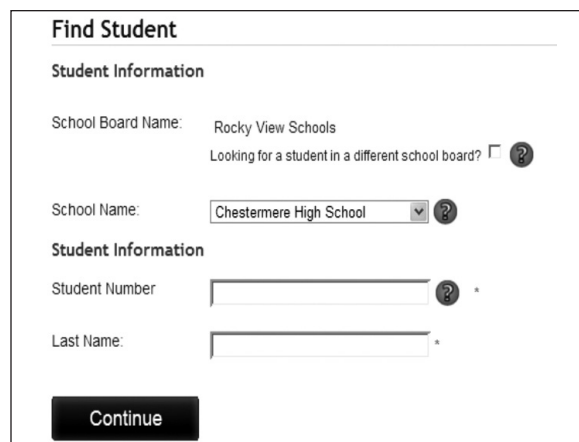


Step 3: Find Student

This step will connect your child(ren) to your account.

- Select the **School Board Name**
- Select the **School Name**
- Enter **Your Child's Student Number** and **Last Name**

Note: the Student Number is located in the Grades and Attendance page in the **PowerSchool Parent Portal** and on the Fee Statement sent by the school. Please do not use the Alberta Student Number (ASN).
- Select **Continue**
- On the next page confirm that you are related to the child, check the **Agree** box and select **Continue**
- Your child has been added to your account



Step 4: View Items or Add Another Student

If you have more children or your child attends more than one school in RVS, select **"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 **"View Items For Students"** option. A listing of available items for purchase will be displayed.

If you have registered for School Cash Online in a previous year:

School Cash Online records are constantly updated so if a student moves to a different school within the same district, the student's information will be automatically updated. To confirm that all of your children are attached to your account, log in to School Cash Online <https://rockyview.schoolcashonline.com>. Select the **"My Account"** tab and **"My Students."** If a child is not displayed you can use **"Add another student"** to attach them to your account.