



# SchoolCashOnline

KEYGROUP

## School Online Payment System



## Fast. Safe. Convenient.

**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 and you will begin to receive email notifications regarding upcoming events involving your child.

### STEP 1 - REGISTER

Go to the School Cash Online home page at [ccs.schoolcashonline.com](https://ccs.schoolcashonline.com).

### STEP 2 - CONFIRM EMAIL

A registration confirmation email will be forwarded to you. Click on the link provided to confirm your email and School Cash Online account.

The confirmation link will open the School Cash Online site, prompting you to sign into your account. Use your email address and password to log in.

### STEP 3 - ADD A STUDENT

This step will connect your child to your account.

- a. Select the School Name.
- b. Enter Your Child's First Name, Last Name and Birth Date.
- c. Select Continue.
- d. On the next page confirm that you are related to the child, check the Agree box and select Continue.
- e. Your student has been added.

If you need assistance, select the SUPPORT option in the bottom right hand corner of the screen or go to [parenthelp@schoolcashonline.com](mailto:parenthelp@schoolcashonline.com).