SendMoneyToSchool.com
Getting Started

Creating a new account

Part 1:

1. Go to www.SendMoneyToSchool.com.
2. Click on "Create a New Account."
3. Provide requested information.
4. Once you have read and agree with the terms of use click, the "I agree" check box.
5. Click the "Create Account" button.
6. A confirmation e-mail will be sent to you.

Part 2:

7. Check your e-mail.
8. Click the provided link.
9. Enter your e-mail and password.
10. Click the "Login" button.
11. Start typing the name of your school district.
12. When your district is displayed, click on it.
13. Click on the "Add a Student to Your Account" button.
14. Enter the student's cafeteria PIN number and click continue. *The PIN number is the four- or five-digit number your student keys into the cafeteria computer when going through the cafeteria food line at school.*
15. If the PIN number is valid, you will be asked for your child's first name, last name, and birthday.
16. Once entered, click the "Add Student" button.
17. To add additional students, click the "Add a Student to Your Account" button again.

Viewing Balances and Activity

1. Go to: www.SendMoneyToSchool.com
2. Sign in to your account.
3. All students assigned to this account will be displayed with their balances.
4. To view history, click the "View Activity" button next to the student's name.

Making a deposit

Important Note: SendMoneyToSchool (not MPS) assesses a $2.00 handling fee per online payment.

1. Go to www.SendMoneyToSchool.com
2. Sign in to your account.
3. Click the "Make A Deposit" button.
4. Enter the amount you wish to deposit for each student.
5. Click the "Check Out" button.

Viewing Past Account Activity and Charges

1. Go to www.SendMoneyToSchool.com.
2. Sign in to your account.
3. Click on "Your Account" from the menu.
4. History will be displayed.