

**SCHOOL CASH ON-LINE**  
**\*\*\*All fees must be paid on-line!\*\*\***

Over the past two years we have been moving toward a "cash and cheque free" format at AME. This year, we will be strongly implementing this plan.

If you have not already done so, please follow the simple steps below, and get registered on the School Cash On-Line site. This is the school's collection site for student fees, cultural fees, field trip fees, yearbooks, etc. *This is NOT the same site you use to pay for hot lunch (School Concierge).*

**DUE NOW: \$30 student supply fee and \$10 cultural fee for each student.**  
**Please pay these fees for your child(ren) on-line.**

Please note: Teachers will no longer be accepting cash or cheques in the classroom. All fees must be paid on-line. If you do not have computer access and are unable to pay on-line, please contact Mrs. Brander in the school office.

**How to Sign Up for  
School Cash Online**

For safety and efficiency reasons, School District No. 23 (Central Okanagan) are reducing the amount of cash and cheques coming into our District. Please join the thousands of parents who have already registered and are enjoying the convenience of paying online.

**Step 1: Register**

Please go to  
<https://centralokanagan.schoolcashionline.com>

And select the "Get Started Today" button

Complete each of the three Registration steps:

- Enter your first and last name
- Enter your address and email
- Enter a password & security question
- Click yes for emails



**Step2: Email**

You will receive the following email:

Please click the link below to confirm your email address.  
<https://centralokanagan.schoolcashionline.com/Registration/ConfirmConfirmationEmail/09ac89f9-a796-4720-a494-5fe1a71a90a7> If the link doesn't work, copy the link and paste it into your web browser.

**Step 3: Find a Student**

Your first student this will automatically open the first time you login to the system. If you have more than one student, click on My Account (top right hand corner) and click Add another student.

- Leave as Central Okanagan School District;
- Choose your student's school;
- Click "I don't have a student number" if not already checked;
- Enter student's first & last name & birthday;
- Click the calendar & chose your student's year first, then month & day;
- Choose your relationship, agree to terms & press continue;

**Add Student**

- Type in the School Board name and select one from the list  
 Central Okanagan School District  
 Change school board name
- Select a school
- Enter student information  
 Student Number   I don't have the student number.  
 First Name   
 Last Name   
 Birth Date   
Date format: mm/dd/yyyy

**Confirm** [I don't want to add a student](#)

**Step 4: Support** - Contact support at 1.866.961.1803 or email [parenthelp@schoolcashionline.com](mailto:parenthelp@schoolcashionline.com)