

## -MySchoolAccount-

Create an account for your student(s) to purchase A La Carte & Emergency Lunches

EL, PS, PK, JK, K & 1st

- 1. Purchase emergency lunches.
- 2. Parents can track student use.
  - 3. Low balance notifications.

2nd - Middle School

- 1. Purchase A La Carte from CaterTots Cafe.
- Parents can track student spending & purchases.
  - 3. Low balance notifications.

Website: www.myschoolaccount.com



**APP:** MySchoolAccount



## How to Opt in-Sign up for MySchoolAccount

## Account activation must be done online!

1. You will receive an email from noreply@fsshost.com. Emails will be sent to "Mother's Email" on file with the school database.

(Search in your email for the email address above: noreply@fsshost.com)

- 2. Complete and follow all steps provided in emailed Welcome Letter.
- **3.** Deposit money into your students' account. This will complete the activation process. Your account is not activated until a deposit is made.

## **Payments**

Once the Opt-in Phase is completed, you may apply payments in two ways throughout the school year:

- 1. Through the mobile app or website. Payments will process same day.
  - 2. On site Deposits may be made in the school kitchen, Monday – Friday (9am – 2pm). Payments may take 24 hours to process.

Students will be served on a **cash only** basis if parents do not "optin" by setting up a My School Account. Cash only students will be checked out as a "guest" and account activity will not be tracked.