



Parent Registration – How to Create a MyPaymentsPlus Account

- Go to www.MyPaymentsPlus.com and click “Register Now”

Peace of mind at your fingertips


Delivering convenience for all your student's school payment needs. Never miss a beat with MyPaymentsPlus.

Register Now


- Complete the required onscreen information in the boxes provided. (Sample below)


Register


Search for School District



Create Account







Register

- Upon clicking “Register” your parent will have completed their registration.
- When a parent has registered, they will then be eligible to obtain important email updates from both your district and from the MyPaymentsPlus Team.
- To begin making online payments for their student, the parent will need to add their student(s) to their account. Please follow the next page to complete this task.



Adding/Removing Students

- From the left menu at the top of the parent's home screen, click "Manage Account"
- Under the Manage Account dropdown click "Manage Students"
- Complete the required onscreen information. (Sample below)

A screenshot of a web form titled "Add a Student". Below the title is a subtitle: "Select the State and Institution of the Student you wish to add." The form contains four input fields: "State:" with a dropdown menu showing "Georgia (GA)", "Institution:" with a dropdown menu showing "Please Select an Institution", "StudentID:" with a text input field, and "Student's Last Name:" with a text input field. At the bottom right of the form is a button labeled "Add Student".

Add a Student

Select the State and Institution of the Student you wish to add.

State: Georgia (GA) ▼

Institution: Please Select an Institution ▼

StudentID:

Student's Last Name:

- Once the information is complete and you've clicked "Add Student" your student will be added under "Your Managed Student" at the bottom of the screen.
- In the event that one of your students are graduating or no longer require the usage of a MyPaymentsPlus account, you can remove a student from your account by simply clicking "Remove" next to their profile under "Your Managed Student".

FAQ's for Managing Students

- Why is there an option to select "District" on the left side of the screen?
 - This option is available in the event that you have two students at different districts and you wish to keep them under the same parent account. Selecting the district from the dropdown will enable you to toggle between your student's accounts. (Please note: both school districts would have to be existing MyPaymentsPlus districts to utilize this function).
- What is my student's ID#?
 - If a parent either does not know their student's ID# or has one that is not working, they can either contact our support team by clicking the "Need Help?" icon on the screen, or they can contact their cafeteria manager.