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## Essex Public School

50 Essex Street, Toronto, Ontario M6G 1T3 Tel: (416) 393-0717 Fax: (416) 393-0721  
J. Harry Quon, Principal Carol. Culp, Vice-Principal

Dec. 17, 2019

Dear Parent/Guardian,

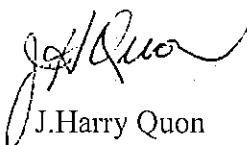
The Toronto District School Board has launched School Cash Online, an easy to use, safe and convenient way for parents/guardians to pay for their children's school fees, including agendas, yearbooks and class trips.

All school fees applicable to your child will be posted on School Cash Online. Once you register, you can choose to purchase the items or activities using a debit or credit card. You will be able to see when the school has a new item posted online for purchase and you will also have the option to be notified whenever your child has a new school event requiring payment.

Please register for School Cash Online, by visiting <https://tdsb.schoolcashonline.com> select "Get Started Today" and complete the three registration steps. For more information on the registration process, please see the handout attached to this letter. Once registered, you will receive an email notification when items become available online. **This initiative requires your immediate attention as the school will be using School Cash Online as method of payments.**

If you have questions about the registration process or using School Cash Online, please select the "Get Help" option on the top of School Cash Online web page. You can also contact the School Cash Online Parent Help Desk at **1-866-961-1803** and [parenthelp@schoolcashonline.com](mailto:parenthelp@schoolcashonline.com). The Parent Help Desk is available to assist parents/guardians with the registration process, password recovery, accessing your account or payment issues.

Thank you,

  
J. Harry Quon  
Principal

turn over →

# SchoolCashOnline

The Toronto District School Board is launching School Cash Online, an easy to use, safe and convenient way for parents and guardians to pay for their children's school fees, including agendas, yearbooks and class trips. To register for School Cash Online, please follow these step-by-step instructions.

NOTE: If you require assistance, select the *SUPPORT* option in the top right hand corner of the screen.

## Step 1: Register

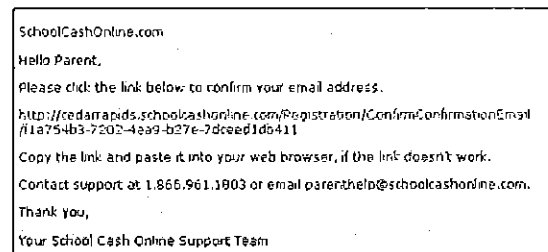
- If you have not registered, please go to the School Cash Online home page <https://tdsb.schoolcashonline.com/> and select the "Get Started Today" option.
- Complete each of the three Registration Steps  
\*For Security Reasons your password, requires 8 characters, one uppercase letter, one lowercase letter and a number.



## Step 2: Confirmation Email

A registration confirmation email will be forwarded to you. Click on the link provided inside the email 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 the email address and password just created with your account.



## Step 3: Find Student

This step will connect your children to your account.

- Enter the School Board Name
- Select the School Name
- Enter Your Child's First and Last Names
- Enter Your Child's Date of Birth
- Select *Confirm*
- On the next page confirm that you are related to the child, check in the Agree box and select *Continue*
- Your child has been added to your account

## Step 4: View Items or Add Another Student

If you have more children, select "Add Another Student" option and repeat the steps above. Five children can be added to one parent account.

If you do not wish to add additional children, select "View Items for Students" option. A listing of available items for purchase will be displayed.

Stay connected! Be sure to select the option to receive email notifications when new items become available, selecting "Yes".

- I want to receive email notifications for new fees assigned to my student and updates on school-related activities.