

How To: Using MySchoolAccount.com to add funds from your checking or savings account to your child's school lunch funds.

1. Navigate to www.myschoolaccount.com
2. Click "Create an Account" in the top center of the page.
3. Fill out and submit the account creation form.
4. Log in to your new account (on the www.myschoolaccount.com homepage).
5. Click "Add student" and enter the Student ID number (This information can be given to you by the cafeteria manager or building secretary. It is also known as a student's "Pupil ID Number".)
6. Under the "View Students" section you can view the spending activity of your students and also TRANSFER FUNDS.
 - To transfer funds, go to the bottom of the page and fill in the radio button for the type of account you will be using. NOTE: You will have to have a check (for checking) or a deposit slip (for savings).
 - Follow the detailed, picture assisted, steps provided.
 - CONFIRM the payment (this site is SSL secure).
 - IMPORTANT: You will be charged \$1.50 per transaction no matter how much or little you pay. This money goes to this online financial service that is not affiliated with JM Local Schools.