

MySchoolAccount.com Getting Started Guide



Click on **Create Account**.

CREATE PARENT ACCOUNT (STEP 1)

Please enter the required personal information to create your parent account. Only one parent account is necessary for all your students.

The information contained within this form is treated as strictly confidential and used for the operation of the web services only. Your local school district will have access to this information for student administration.

We never release your email address or any other personal information to anyone for any reason.

Be sure to enter the 2 digit abbreviation of the state where your children attend school.

For children attending school in Seoul, South Korea, enter KO as the 2 digit abbreviation for the state.

For children attending school in Barranquilla, Columbia, enter CL as the 2 digit abbreviation for the state.

For children attending school in Guam, enter GU as the 2 digit abbreviation for the state.

Press Next to continue.

* Indicates required information.

* Parent First Name

Middle Initial

* Parent Last Name

* Address

* City

* State

* Zip -


Phone - -

* Email Address

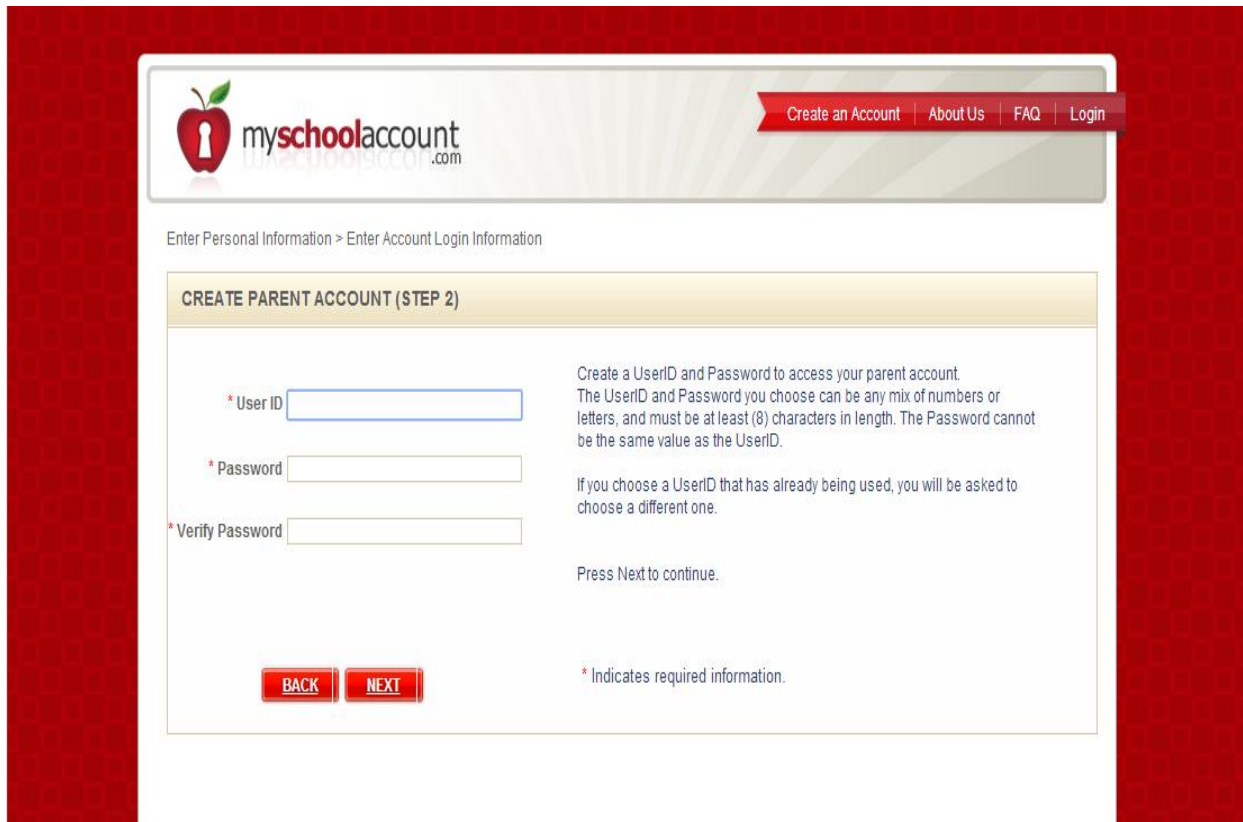
* Confirm Email

* Your children attend school in what state?

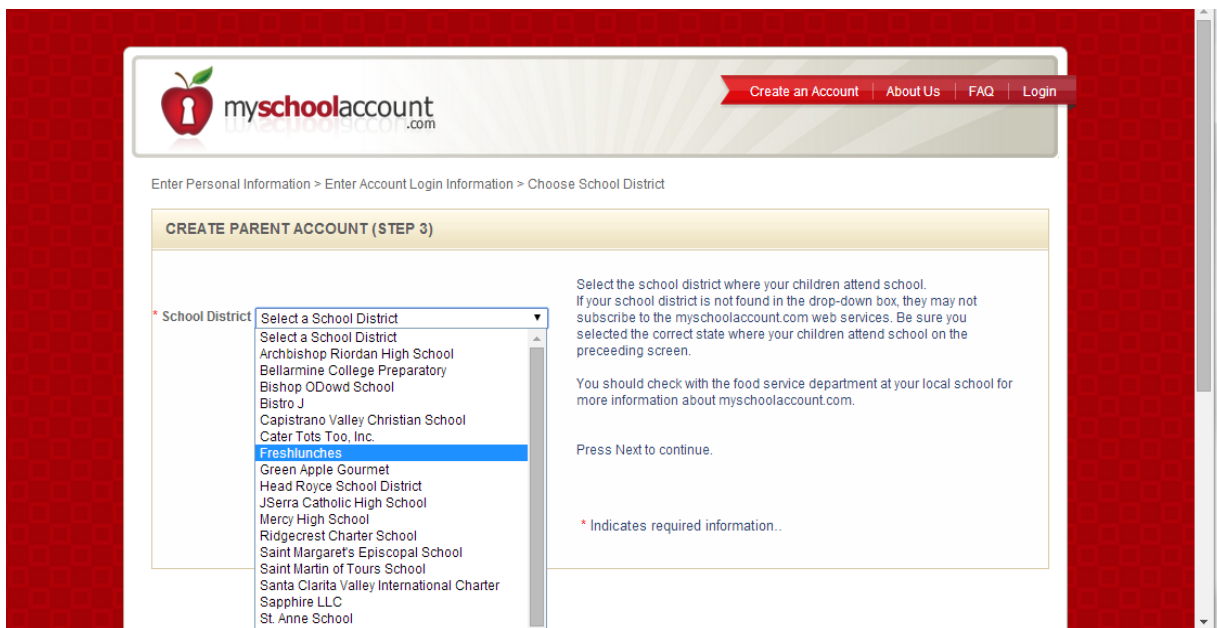
CANCEL **NEXT**



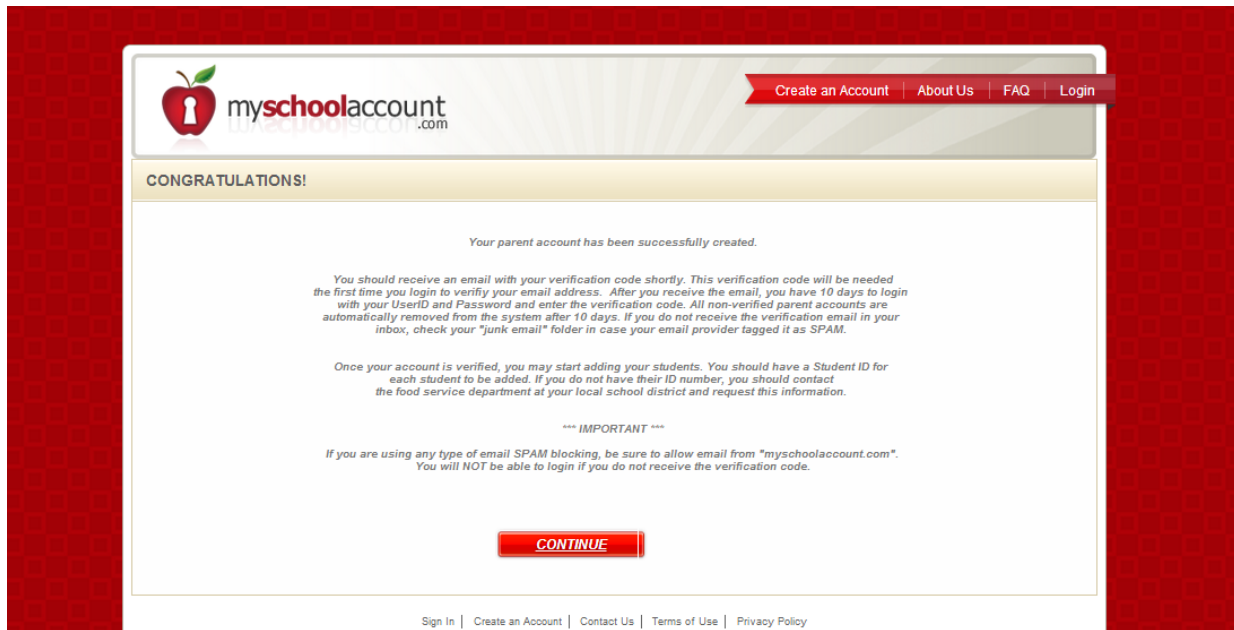
Fill out your information and click on Next.



Create your Parent account by entering a **User ID** and **Password**.



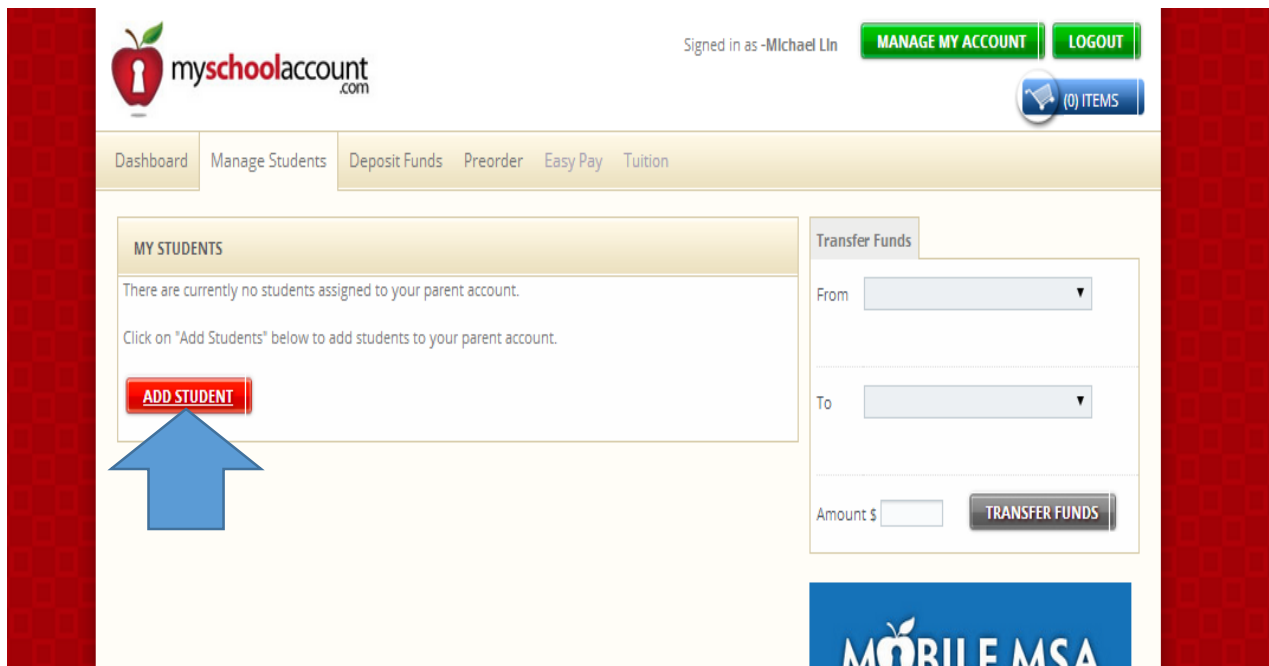
Use the drop down menu to school the School that your child is enrolled in.



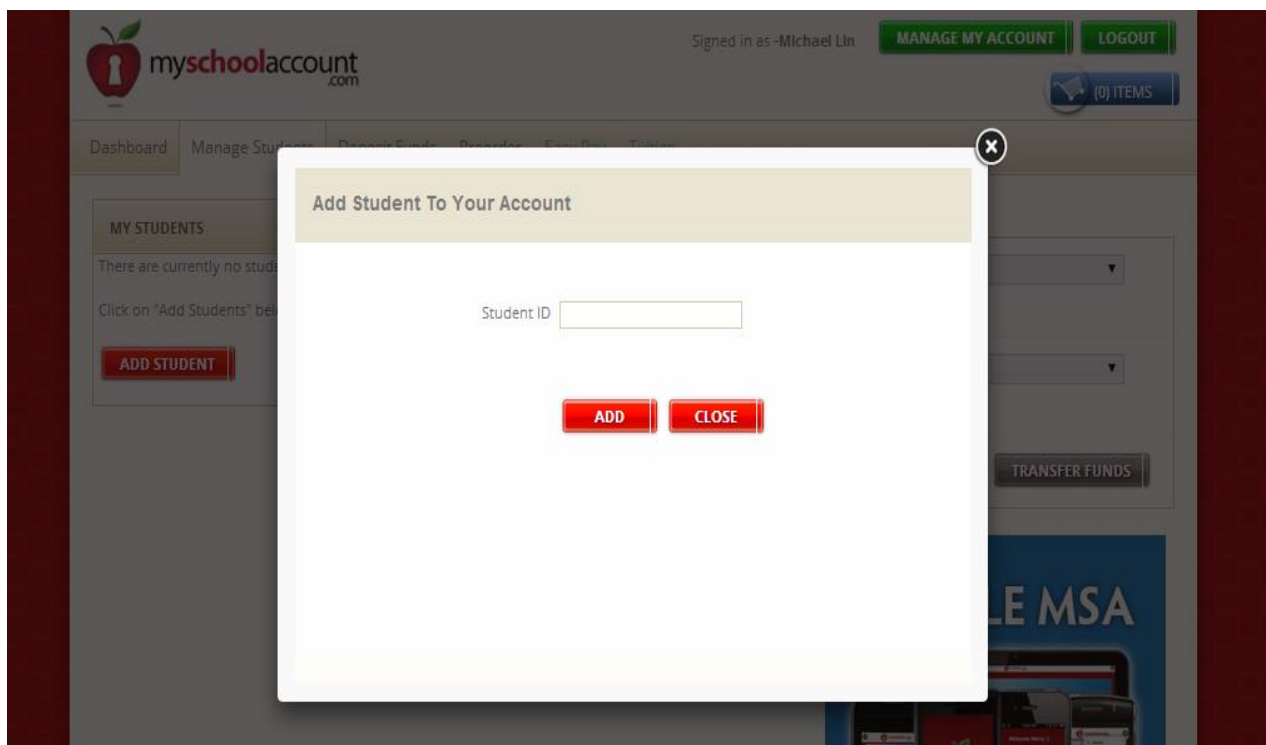
You will get a confirmation screen that your Parent Account has been created.



To add your student to your Parent Account, click on **Manage Students**



Click on **ADD STUDENT**.



Type in your student's ID number and click on **ADD**. This number is supplied by the school.
Now you have added your student to MySchoolAccount and can start adding funds.