



# MySchoolBucks and Paying Registration Fees

Community Unit School District 200

06/01/2021

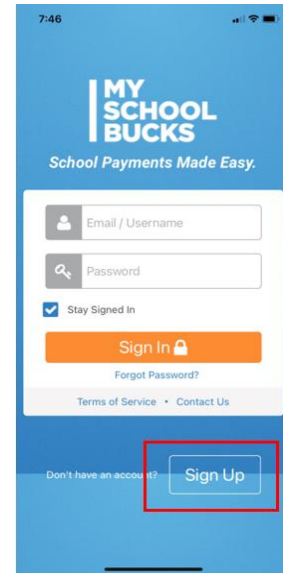
Registration fees paid before July 1st are applicable for the Early Bird Rate. Registration fees paid after June 30th will be at the regular rate. High School Course Fees will not be posted until at least 20 days after the start of the semesters in order to allow for any initial schedule changes. Click [here](#) for complete fee information.

If you do not already have a MySchoolBucks Account, you will need to create an account to pay your students fees online.

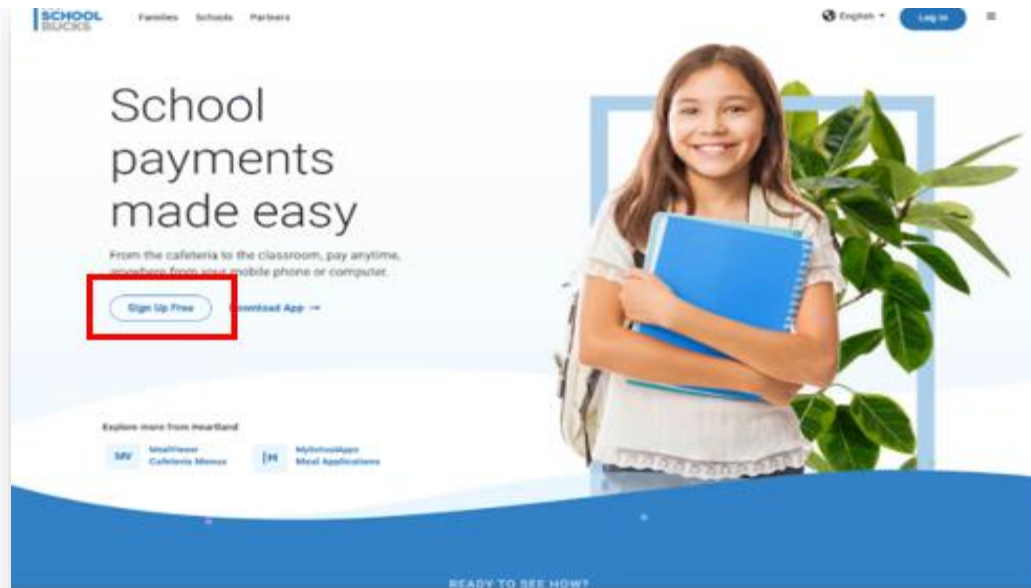
MySchoolBucks accounts can be set up on a computer, laptop, mobile device or iPad. Once your account is set up you can access from any device with your login. There is no fee for a MySchoolBucks account. The set-up is the same on whichever device you choose to set up your account.

This is the **App** if you choose to download on a mobile device or iPad.

Select Sign-Up



On a **computer/laptop** the website is [www.MySchoolBucks.com](http://www.MySchoolBucks.com). Select Sign-Up.



# Setting Up Your Account

There are 3 steps to setting up your account. On a mobile device or iPad the 3 steps are one step per screen. On a computer or laptop all 3 steps are on the same screen.

**Step 1 of 3** is the parent information. The district you will choose is “**Wheaton Warrenville Community Unit School District 200**”. Follow the prompts on each screen.

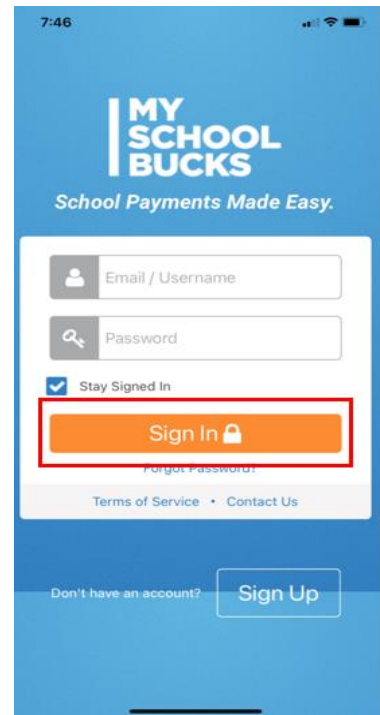
**Step 2 of 3** are your security questions used if you ever need to reset your password or have trouble with your login to gain access.

**Step 3 of 3** is to agree to the policy for MySchoolBucks.

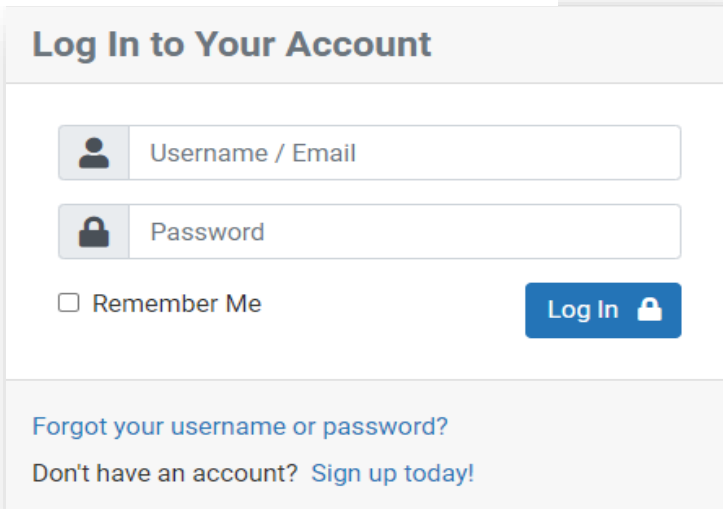
at [www.MySchoolBucks.com](http://www.MySchoolBucks.com)



or Sign-In using the **App**



Enter your Username and password

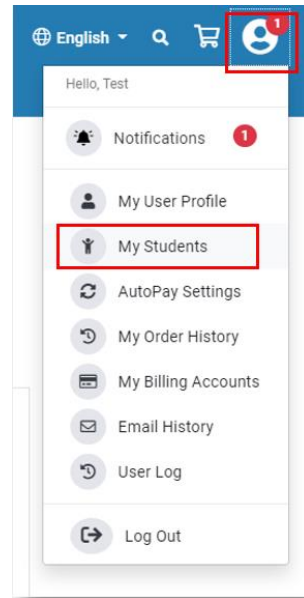


# Adding Students to Your Account

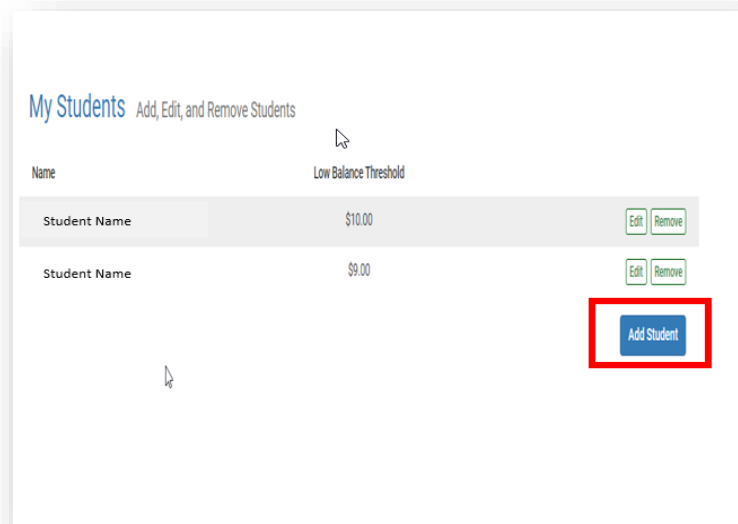
Each student must be associated with your account if you have not already added them.

## On the Website

Click the Avitar in the upper right hand corner and select My Students from the menu.

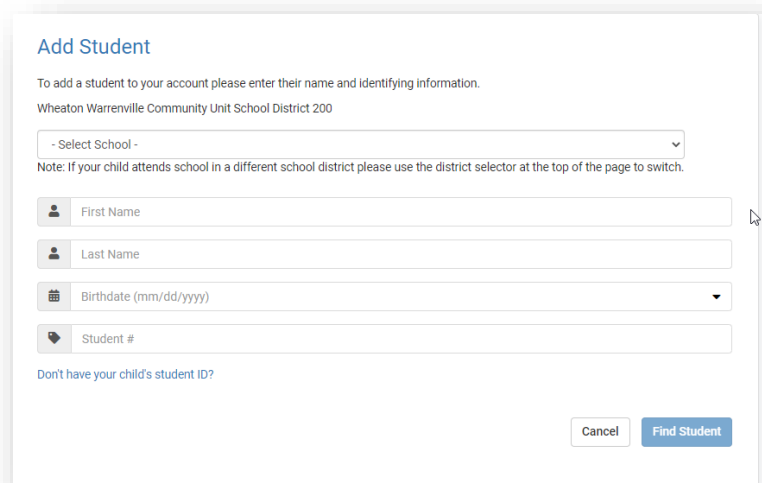


Students already associated with your account will be listed. Click **Add Student** to add any of your students not listed to your account.



All fields on the Add Student screen are required. Student name must be the student's legal name used in the school enrollment process. You must enter the student ID number. Required student information can be found in your **ParentVUE** account on the Student Info tab or you may contact their school.

Click **Find Student** and add the student to your account.



Once you have successfully logged in to your account and your students are correctly associated with your account, you will first see the **School Invoices** screen where fees can be processed. Current and prior outstanding balances will be available for payment.

Click **Add All Invoices to Basket** to pay all invoices or click **Add To Basket** to pay individual invoices.

Select **View Cart/Checkout** to process payments.

School Invoices

Your students have one or more unpaid invoices. If you believe you are seeing this in error, please contact your school for further assistance. To view partial payment or recurring payment options (if 'IT OPTIONS' for the item listed).

Skip For Now **Add All Invoices To Basket**

Invoice #: Inv6350 **Add To Basket**

Date Added	Fee Name	Description	Student Name	Amount	
02/05/2021	WNHS 2020-21 - Boys Basketball		Student Name	\$160.00	
(No payments found)					
				Invoice Amount	\$160.00
				Total Payments	\$0.00
				Remaining Amount	\$160.00

Invoice #: WNHS2021-2022Grades9-12Registration72086 **Add To Basket**

Date Added	Fee Name	Description	Student Name	Amount	
05/26/2021	WNHS 2021-2022 Grades 9-12 Registration	WNHS 2021-2022 Grades 9-12 Registration- Early Bird Rate	Student Name	\$103.00	
(No payments found)					
				Invoice Amount	\$103.00
				Total Payments	\$0.00
				Remaining Amount	\$103.00

Skip For Now **View Cart / Checkout**

## On the App

Click the Hamburger button in the upper right hand corner and select **Add Student**.

If you know your student's ID number, you can click continue or you can access your student's ID number through your ParentVUE account. This will be the quickest way to complete adding your student to your account. This is only available through a mobile device - You can click **Request Student ID** and this will send an email to the school. This will take longer as it will only be accessible on school days. You will not have the option to Request Student ID from a computer or laptop.

8:28

**MY SCHOOL BUCKS**

To add a student to your MySchoolBucks account, you may require their Student ID, which may be found on their school enrollment form or other official documentation.

**Continue** →

**Request Student ID**

**Cancel**

3:43

Home

Notifications

You have new student fees due. Would you like to pay them now?

My Students

SA **Martin**  
Longfellow Elementary School

Meals Available Balance  
Balance as of 09/03/19 **\$0.00**

Invoices Balance Due  
2 Outstanding Invoices **\$263.00**

C **Taylor**  
Longfellow Elementary School

Meals Available Balance  
Balance as of 11/02/16 **\$0.00**

Home Meals Store Invoices Alerts

**MY SCHOOL BUCKS**

Account

Profile

Payment History

Payment Methods

**Add Student**

Request Balance Transfer

Support

Contact Us

FAQ

Request a Student ID

Terms of Service

Privacy Policy

**Sign Out**

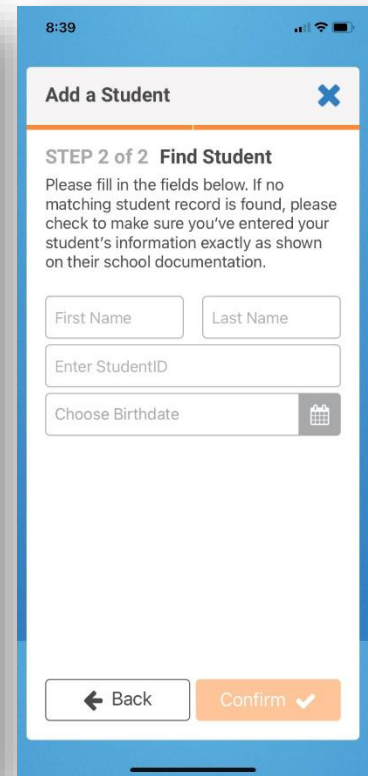
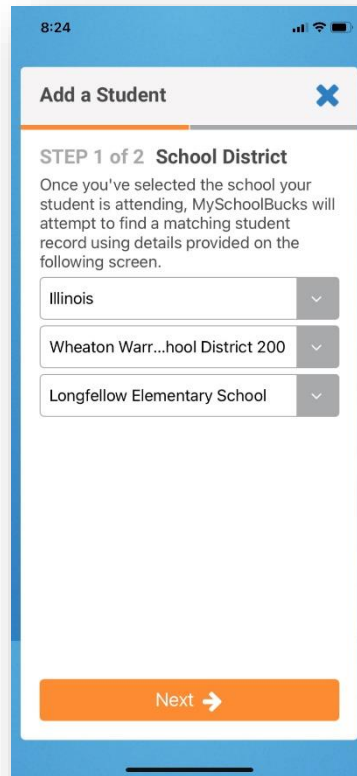
**There are 2 steps to adding your student on your account.**

On a mobile device or iPad the 2 steps are one step per screen. On a computer or laptop both steps are on the same screen.

Step 1 of 2 is to choose the school your student will be attending. The state and district will autofill from your registration.

Step 2 of 2 is to enter your student's name as it appears on their registration documents, Student ID number and student birthdate.

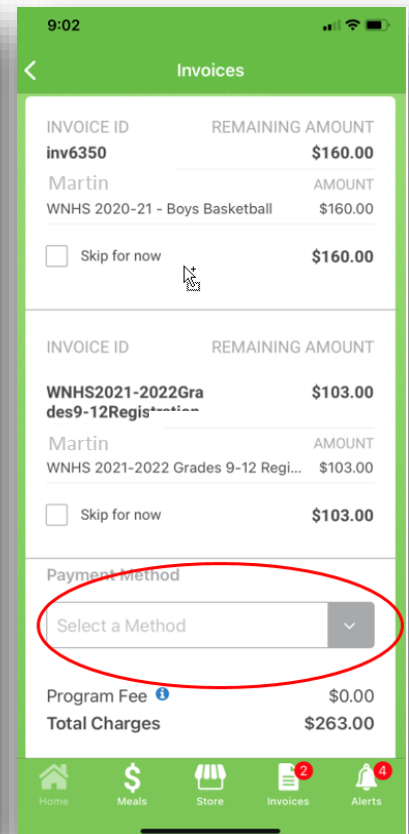
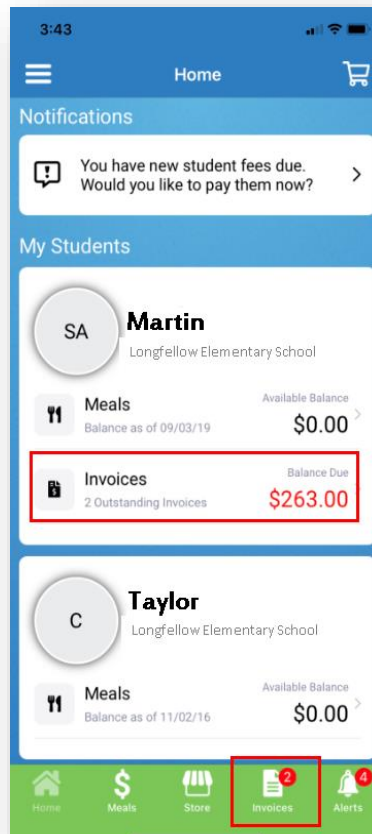
Click Confirm and you will be all set up to use My School Bucks to pay any student invoices and add money to your lunch account.



Once you have successfully logged in to your account and your students are correctly associated with your account,

Select Invoices under the student's name or click Invoices at the bottom to process payments for your students.

Select a Method for payment and process the payment screens.



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## Contact Information

### **Assistance with MySchoolBucks**

Please contact child's school first for information regarding the balance of your account, refunds, balance transfers, or if your child appears to be enrolled in the wrong school. During the summer months, if your child's school is closed, please call the District Office at 630-682-2000.

For MySchoolBucks technical issue, please call Parent Support at 855-832-5226 or email [parentsupport@myschoolbucks.com](mailto:parentsupport@myschoolbucks.com)