

EZSCHOOLPAY HOW TOs

Go to website:
www.EZSchoolPay.com

TO CREATE AN ACCOUNT



Sign In Here

Email *

Password * [Forgot?](#)

Remember Me [Help](#)

 SIGN IN

Welcome to EZSchoolPay.com, the easy, convenient and secure way to pay for school meals and other school fees.



Easy

Simply register and you're ready to go. Already a member? Just sign in!



Convenient

Available anywhere, anytime you have a computer with internet access. Avoid lost checks and trips to school by paying online. We accept payments for school meals and other school fees (as determined by your child's school).



Secure

We take extra caution to be sure your experience with EZSchoolPay is safe. Plus, we never buy, share, or trade our customers' private information.



FAQs

Have a question about using the site? Download our Frequently Asked Questions in [English](#) or [Spanish](#).



Parents Register Now!

 REGISTER



Sign In Here

Email *

Password * [Forgot?](#)

Remember Me [Help](#)

 SIGN IN

Parent Registration

By using this form, you can sign up as a parent on EZSchoolPay.com. An email with instructions for validating your account will be sent to the address you provide. Please check everything you enter to be sure it's correct before you click "save" to create your account.



Email Address*



 CONTINUE

TO REGISTER FOR AN ACCOUNT

- Enter your **email address**
- **Name** (Parent Name)
- School District: **Hawaii**
- A validation email will be sent with a link to complete the registration process.
NOTE: If an email is not received in a few minutes, check your "Junk" or "Spam" folder. For Gmail accounts, check your "Promotions" folder.
When the account is validated, your account will be ready to use.

ADD YOUR STUDENT

- Click on **My Students**
If you have more than one student attending different HIDOE schools, you may add them all into your account.

LOW BALANCE EMAIL REMINDERS

- Click on **My Students**
- Click on the **pencil** next to your student's name
- Enter **Low Balance Reminder Level** (the dollar amount at which you would like a notification email sent to you)
- Check **Send Reminders** box
- **Save**

NOTE: If you prefer to have EZSchoolPay automatically replenish your student's account at a specific balance, refer to Recurring Payments below.

RECURRING PAYMENTS

- Click on **Recurring Payment**
- **Add Recurring Payment**
- Recurring payment type: **Frequency** or **Low Balance**
Enter selection
- Enter the duration your recurring payment should remain in effect
- Select patrons to apply these payments to
- Enter amount
- Click **Continue**
- Check that your details are accurate, if approved, click **Confirm** to complete set-up.
- If the information is NOT correct, click the **Back** button and make the appropriate changes.

SET SPENDING LIMITS

- Click on **My Students**

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Home
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My Students
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LOGOUT

Auto Logout in: 00:18:31

My Students

Last Name	First Name	School	Balance	Fees
[REDACTED]	[REDACTED]	Francis Howell Central High	\$1.25	N/A

Click the pencil beside your student's name to: View additional student information and pending balances; Set a low-balance email reminder level; Request a daily spending limit.

CONTACT SCHOOL + ADD A STUDENT

- **Set Spending Limits** (at bottom right hand corner)

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LOGOUT

Auto Logout in: 00:19:29

My Students

[REDACTED]

First Name [REDACTED] Last Name [REDACTED]
Student Number [REDACTED] Student PIN 0
School / District Francis Howell Central High / Francis Howell School District
Provider eTriton 7 Birth Date [REDACTED]

Balances

Balance Type	Bal	Pend	Share
Lunch	\$1.25	\$0.00	No

Low Balance Email Reminder Level
-999.99 Send Reminders Current as of 2/26/2016 3:33 PM Active?

CANCEL SAVE VIEW TRANSACTIONS **SET SPENDING LIMITS**

SET SPENDING LIMITS (continued)

- Select one:

Simple: Limit is applied each day. Set Spending Limit from options offered.

Advanced: Applies to individual meal purchases. Set selection for each session separately (Breakfast and/or Lunch; Ala Carte items refers to milk only).



Auto Logout in: 00:16:13

My Students

Set Spending Limits for [REDACTED]

Note: This form will allow you to submit spending limit changes for the selected student to your school's Food Service Department. This will usually take effect within several minutes. EZSchoolPay does not make any decisions involving student spending. Please contact your school directly for any inquiries regarding spending limits.

Please choose one:

- Simple: Set an all-day spending limit for this student.
- Advanced: Limits should affect breakfast, lunch, and ala carte separately.

Spending Limit

- Do not limit meal account spending (max allowed).
- Do not allow any meal account spending (\$0.00 allowed).
When this option is selected, the student must pay with cash (or check) during meal service.
- Limit meal account spending per day to a specific dollar amount.

Daily Spending Limit:

- Do not limit meal account spending (max allowed).**
When this option is selected, your child will be able to use their meal account, without a limit applied.
- Do not allow any meal account spending (\$0.00 allowed).**
When this option is selected, your child will not be able to use their meal account for any purchases.
- Limit meal account spending per day to a specific dollar amount.**
Daily Spending Limit: (You set the amount)
When this option is selected, your child will only be able to spend the set dollar amount from their account for each day. This applies to all meal sessions, as well as milk only purchases.

GUIDELINES: NVMS only serves Breakfast, Lunch, and Milk:

Breakfast	\$1.10
Each additional Breakfast	\$2.40
Lunch	\$2.50
Each additional Lunch	\$5.50
Milk only (Ala Carte item)	\$.75

**** If you will be restricting meal purchases, please discuss this with your child. If a student takes a meal/milk which you have disallowed, the school has to discard that food item.**

- Save**

A confirmation will appear with your selections. If they are correct, click **Continue**. If it is not correct, click Cancel and make the appropriate selections.