



## **Pay for: PAY-TO-PARTICIPATE & STUDENT PARKING FEES Online**

July 2019

Dear Parents,

Bowling Green City Schools has the capability of accepting on-line **credit card** payments for **PAY-TO-PARTICIPATE & STUDENT PARKING FEES** through **MySchoolBucks® School Store!** See detailed information below.

### **Enrollment is easy!**

**If you are already using MySchoolBucks to pay for school meals, your account is already set-up and ready to go! Just login and go to School Store & click on the new link to Student Fees.**

1. Go to our school's website at [www.bgcs.k12.oh.us](http://www.bgcs.k12.oh.us) & click on the "mySchoolBucks" link (as depicted above right) on the home page, High School, or Food Services tabs.
2. Click on "Sign Up Today". You will receive a confirmation email with a link to activate your account.
3. Click on "Getting Started" to add your students using their school name and student ID OR birthdate.
4. Be sure to set up your e-mail under "E-mail Preferences" to receive confirmation of payments via e-mail.
5. Make purchases with your credit card.  
*A convenience fee of \$1.00 will be assessed at the time of payment. You will have the opportunity to review any fees and cancel if you choose, before you are charged.*

### **PAY-TO-PARTICIPATE** (For policy see separate flyer)

Once you've created an account & are ready to make a payment, click on "School Store", then "Student Fees".

Click on the appropriate sport or activity that you want to make a payment for. There is also the option if you already know in advance that your family will reach the maximum of \$350 for the school year, to pay the \$350 upfront if you don't want to have to make payments throughout the year. However, use caution if you're planning on doing this; the students should be absolutely sure about participating in those sports/activities.



### **STUDENT PARKING PERMITS**

If you're paying for student parking fees for the High School, you will need to bring a copy of your **E-mail Confirmation of payment** to the High School Main Office in order to receive your parking tag. A tag must be purchased each school yr.

#### **MySchoolBucks provides:**

- **Convenience** - Available 24/7 on the web.
- **Efficiency** - Eliminate the need for your students to take money to school.
- **Flexibility** - Make payments using a credit card.
- **Security** – MySchoolBucks adheres to the highest security standards, including PCI and CISP.

#### **If you have any questions, contact MySchoolBucks directly:**

- [parentsupport@myschoolbucks.com](mailto:parentsupport@myschoolbucks.com)
- 1-855-832-5226
- Visit [myschoolbucks.com](http://myschoolbucks.com) and click on Help/FAQ's