**How to register for School Cash Online**

**STEP 1:**

Navigate to the URL for your School Board’s School Cash Online site. <https://hcdsb.schoolcashonline.com/> or many of our schools have a link on their homepage.

Click the Register option.

You will be redirected to the User Registration page

Fill in the User Registration form.

**Tip:** Your password must contain at least 8 characters and must consist of one upper case letter, one lower case letter, and one number.

**Note:** A red x indicates that there is an error with the information entered. Edit all fields that do not have a blue and white check mark on the right-hand side.

Select Continue.

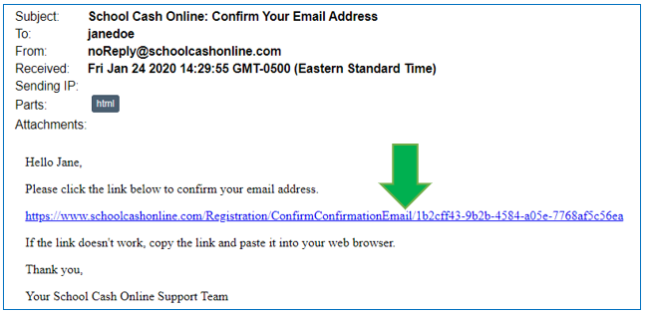
You will be redirected to the Confirmation Email page.

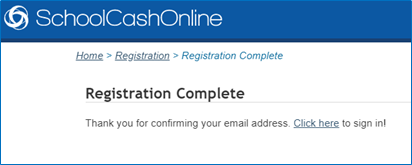
**STEP 2:**

Check your email inbox for an email from noReply@schoolcashonline.com.

Click on the Registration Confirmation link.

A new tab will open advising you that your registration was successful.





**Step 3:**

Go to School Cash Online’s support page for additional assistance with adding students as well as any other questions you may have.

<https://helpdesk.supportschoolcashonline.com/en/support/home?email=&board_name=Halton%20Catholic%20District%20School%20Board&mw=1&mp=0>

