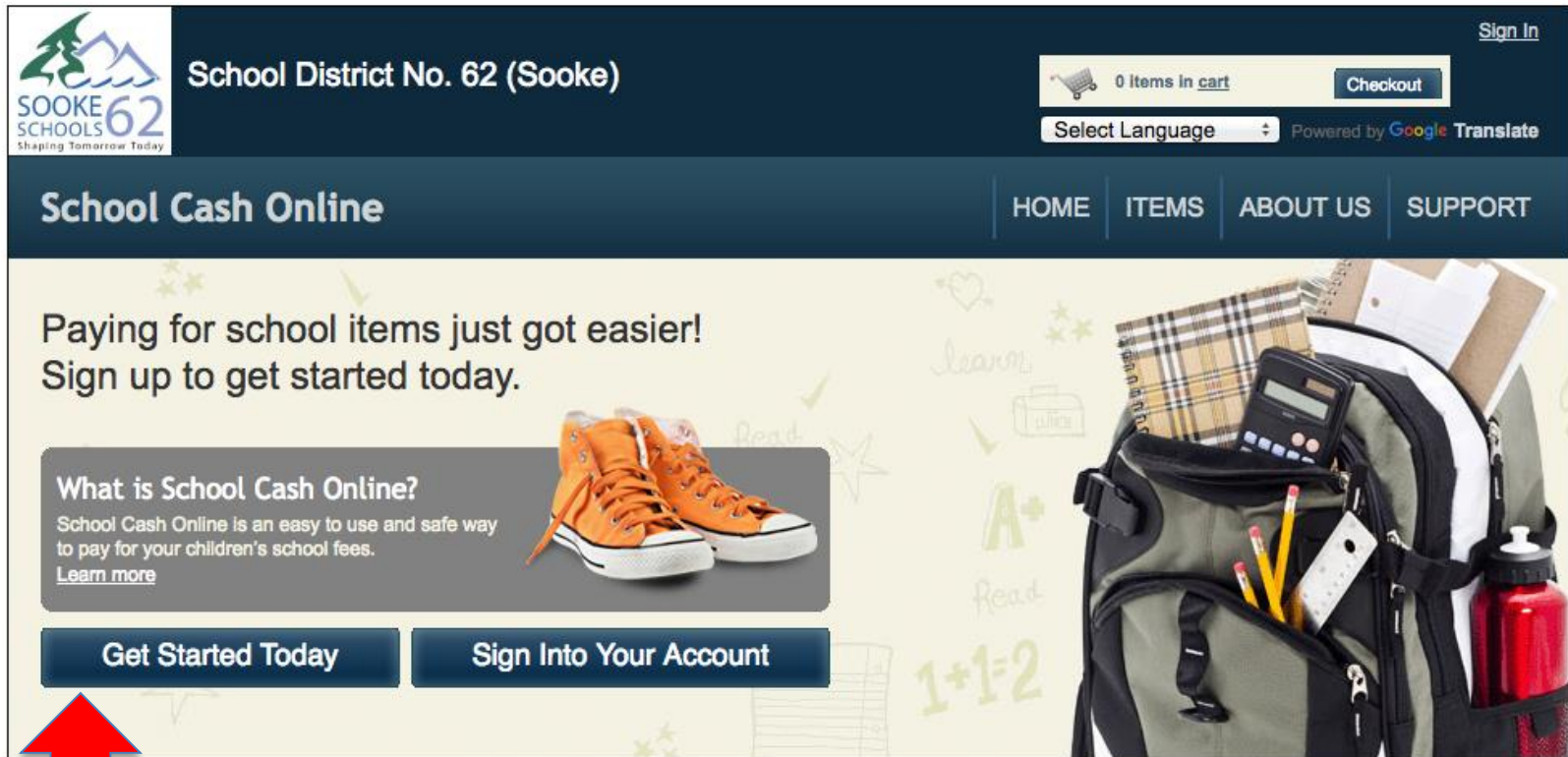


# Step 1

## Register for a School Cash Online Account



Step 1: Visit School Cash Online: <https://sd62.schoolcashionline.com/>



The screenshot shows the homepage of the School Cash Online website. At the top left is the logo for Sooke Schools 62, featuring a stylized tree and the text "SOOKE SCHOOLS 62 Shaping Tomorrow Today". To the right of the logo is the text "School District No. 62 (Sooke)". In the top right corner, there is a "Sign In" link, a shopping cart icon with "0 Items in cart", and a "Checkout" button. Below these is a "Select Language" dropdown menu and a "Powered by Google Translate" logo. A dark blue navigation bar contains the text "School Cash Online" and four menu items: "HOME", "ITEMS", "ABOUT US", and "SUPPORT". The main content area has a light green background with faint educational icons like a heart, a pencil, and the equation "1+1=2". The primary text reads "Paying for school items just got easier! Sign up to get started today." Below this is a grey box titled "What is School Cash Online?" with the text "School Cash Online is an easy to use and safe way to pay for your children's school fees." and a "Learn more" link. To the right of this box is an image of a pair of orange sneakers. At the bottom of the main content area are two dark blue buttons: "Get Started Today" and "Sign Into Your Account". A large red arrow points to the "Get Started Today" button.

Step 2: Click on “Get Started Today”

# Step 3: Enter first and last name, click "Continue"

The screenshot shows the 'User Registration' page for School District No. 62 (Sooke). The page is part of a three-step process, with 'Step 3' currently active. The 'First Name' field is highlighted with a yellow border and contains a red asterisk, indicating it is a required field. The 'Last Name' field also has a red asterisk. A 'Continue' button is located at the bottom right of the registration form.

**School District No. 62 (Sooke)** [Sign In](#)

**School Cash Online** [HOME](#) | [ITEMS](#) | [ABOUT US](#) | [SUPPORT](#)

[Home](#) > [Registration](#) > [User Registration](#)

## User Registration \* field is required

**Step 1** | **Step 2** | **Step 3**

Please enter your personal information below (**student** information will be required at a later stage).

First Name  \*

Last Name  \*

[Continue](#)

## Step 4: Fill out information required & click “continue”

### User Registration

\* field is required

Step 1	✓	Step 2	Step 3	
Phone #	<input type="text"/>			
Address Line 1	<input type="text"/>	*		
Address Line 2	<input type="text"/>			
City	<input type="text"/>	*		
Country	<input type="text" value="CANADA"/>	*		
Province	<input type="text" value="British Columbia"/>	*		
Postal Code	<input type="text"/>	*		
Email	<input type="text"/>	*		


# Step 5: Complete information by entering a password & security question

**School Cash Online** | HOME | ITEMS | ABOUT US | SUPPORT

[Home](#) > [Registration](#) > [User Registration](#)


## User Registration \* field is required

Step 1 ✓ Step 2 ✓ Step 3

1  Password  \*


You must choose a password that is at least 8 characters in length, includes at least one upper case letter, one lower case letter, one number.

Confirm Password  \*

2  Security Question  \*

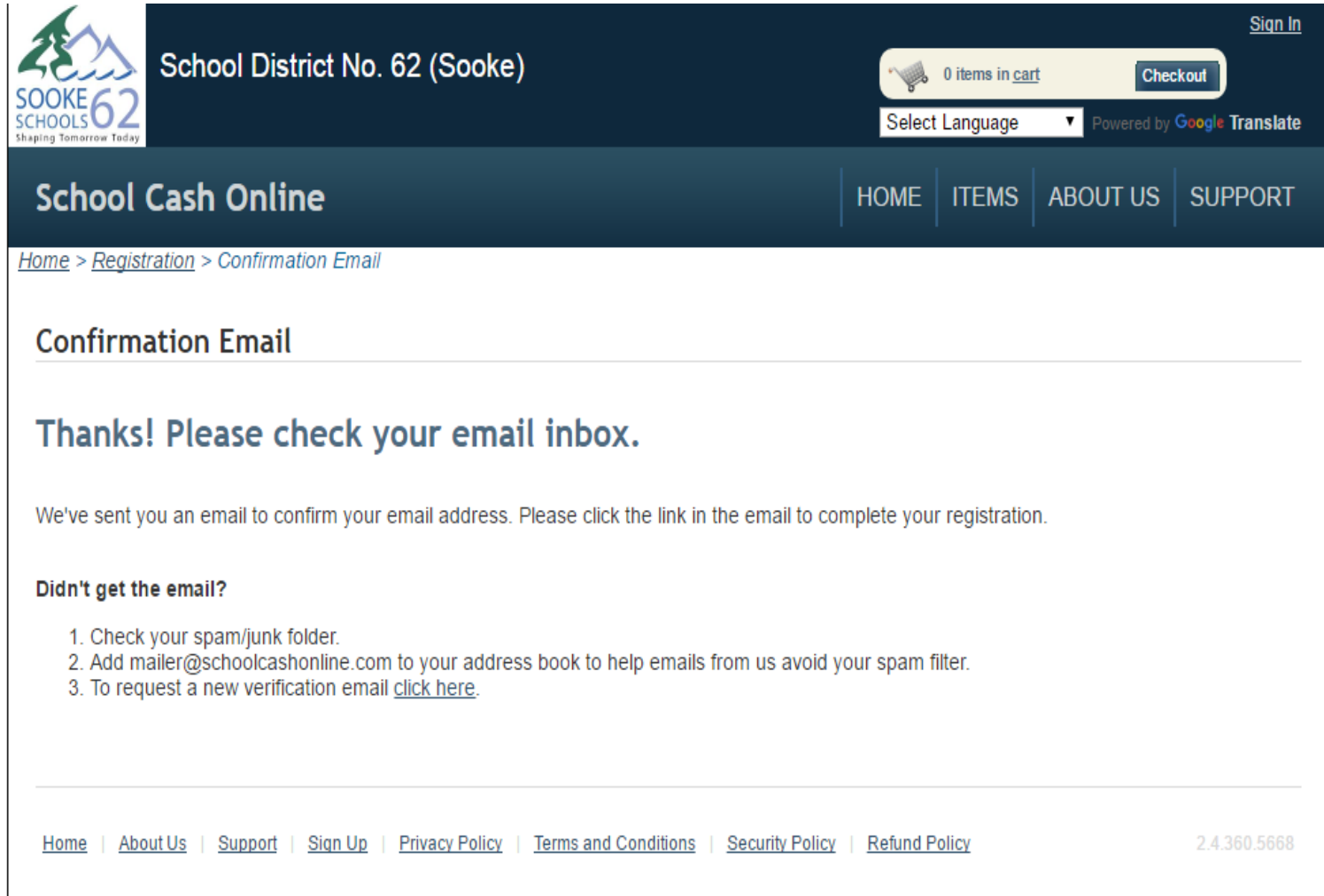
Security Question Answer  \*

I want to receive email notifications for new fees assigned to my student and updates on school-related activities.  
 \*

3 

Step 6: Check your email inbox (and junk mail) and click on the link to activate your account. Please make sure to check your spam/junk folder too.

The screenshot shows the 'School Cash Online' website for School District No. 62 (Sooke). The header includes the district logo, name, a shopping cart with '0 items in cart', a 'Checkout' button, a language selection dropdown, and a 'Sign In' link. The main navigation bar contains 'HOME', 'ITEMS', 'ABOUT US', and 'SUPPORT'. The breadcrumb trail is 'Home > Registration > Confirmation Email'. The page title is 'Confirmation Email'. The main message reads: 'Thanks! Please check your email inbox.' Below this, it states: 'We've sent you an email to confirm your email address. Please click the link in the email to complete your registration.' A section titled 'Didn't get the email?' provides three steps: 1. Check your spam/junk folder. 2. Add mailer@schoolcashonline.com to your address book to help emails from us avoid your spam filter. 3. To request a new verification email [click here](#). The footer contains a list of links: Home, About Us, Support, Sign Up, Privacy Policy, Terms and Conditions, Security Policy, Refund Policy, and the phone number 2.4.360.5668.

 School District No. 62 (Sooke) [Sign In](#)

0 items in [cart](#) [Checkout](#)

Select Language Powered by [Google Translate](#)

**School Cash Online** | [HOME](#) | [ITEMS](#) | [ABOUT US](#) | [SUPPORT](#)

[Home](#) > [Registration](#) > [Confirmation Email](#)

## Confirmation Email

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### Thanks! Please check your email inbox.

We've sent you an email to confirm your email address. Please click the link in the email to complete your registration.

**Didn't get the email?**

1. Check your spam/junk folder.
2. Add mailer@schoolcashonline.com to your address book to help emails from us avoid your spam filter.
3. To request a new verification email [click here](#).

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[Home](#) | [About Us](#) | [Support](#) | [Sign Up](#) | [Privacy Policy](#) | [Terms and Conditions](#) | [Security Policy](#) | [Refund Policy](#) 2.4.360.5668

## School Cash Online

[Home](#) > [My Account](#) > [Add Student](#)

### Add Student

\* indicates a required field

1. Type in the School name and select from the list

School District  
 Change school

2. Select a school

Select school...

3. Enter student information

Student Number  \*

Last Name  \*

Birth Date  \*  
Date format: mm/dd/yyyy

[Confirm](#)

[I don't want to add a student](#)

If you find yourself at this page after confirming your email address, please ignore it. Do not try to enter information on this page. **YOU ONLY COMPLETE THIS PAGE AFTER YOU SUBMIT THE SCHOOL CASH ONLINE CONSENT FORM. (see Items tab)**