**SCHOOL CASH INSTRUCTIONS**

AISD has a safe and secure online system to collect money for students at Austin High. The system is referred to as: ***School Cash Online***.

This system allows students to pay online for items such as dues, fees, and field trips using a Mastercard or VISA credit card. (FYI: a 3% merchant services fee is added to each credit card payment made.)  Cash and checks are accepted only for families who do not have a way to pay online.

**STEP 1:**

To start using this system, go to this website to register:  https://austinisd.schoolcashonline.com. Once there, click **Get Started Today** ​and follow the directions to set up an account that is tied to your credit card. For more information, click the ***“Support”*** link at the top of the page. The items on this page will answer most questions that you might have about *School Cash Online*.



**STEP 2:**

Once your account is set up, you will have the opportunity to link it to a student. To do this you will need to provide the student’s ID #, last name, and date of birth. Once your account is linked to your student, you will be able to view and purchase all the items associated with them.

**STEP 3:**

Choose the item(s) you would like to purchase and complete transaction