



# MySchoolBucks Online Payment System

Epicurean Group @ Carondelet High School

**!! IMPORTANT! PLEASE READ CAREFULLY!!**

STUDENT NAME: \_\_\_\_\_

PIN#: \_\_\_\_\_

July 2016

Dear Parents & Student;

The purpose of this letter is to inform you that --just like last year-- **Carondelet** and Epicurean Group will be using MySchoolBucks for the lunch system. MySchoolBucks benefits you, your student, and your school in many ways. We hope that you and your student will consider taking advantage of some of the convenient options the program has to offer. The information in this letter will outline and hopefully answer any questions you may have.

However, if you still have questions, please feel free to call, **Café Manager Corey Linville, Executive Chef Cuco Rojas** in the cafe at **925-671-9616**.

**Please note: last year's MySchoolBucks accounts will carry over, as well as the balance.**

MySchoolBucks offers:

- Scheduled recurring payments
- Automatic deposits when your child's account balance runs low
- Purchase history for the past 90 days
- Low balance email notifications
- E-wallet to save credit card information for future use
- Mobile-friendly website
- Mobile app for iOS, Android and Windows devices coming soon.

All students can have a MySchoolBucks account, and parents are encouraged to create an account to which you may add money online or with a check. To prevent fraudulent use of student accounts, each cash register will be equipped with a picture of your student. This digital image will appear on the monitor for the cashier to view every time your child accesses his or her account, therefore insuring that no other student can use your student's account.

Money will only be deducted from an account when the student uses the account to purchase meals and/or a la carte items. The system will know the meal status of your student and will deduct the correct amount from the account. There is no limit on the amount of money that



can be deposited into the account. **NEGATIVE BALANCES** will not be permitted, please be sure money is in your student's account at all times to ensure that they are able to purchase food. Balances can be viewed online. Automatic deposit option is available, see info, below.

### **Advanced Payment Options**

#### **OPTION #1, ONLINE PAYMENTS:**

You can add funds to your student's account online using your **Visa, MasterCard, Discover Card** or through an **ACH/eCheck**. A handling fee of \$2.50 is added to each payment with a deposit cap of \$200 per transaction. To access your account, go to [www.MySchoolBucks.com](http://www.MySchoolBucks.com), use your student's name and PIN# (this # is generated by the system, and is shown on Page 1 of this letter).

The cap of \$200 is low, however MySchoolBucks has an **auto replenish feature** so that you will not have to keep logging in every couple of weeks to add funds. You can set your student's account so that when it dips below a certain amount, (for example \$30), MySchoolBucks will automatically charge your card to refill the account. You can set the amount of the auto charge and when this feature begins and ends. For example: you can tell the system to start in August and to stop replenishing in June.

#### **OPTION #2, PAY BY CHECK:**

If you do not have access to the internet, or do not wish to pay online, you may pay with a check to **Epicurean Group**, and the dollar amount will be added to your student's account.

**There is no cap to the amount of money you can deposit by check. You can monitor your balance online.**

**Should you choose to pay by check:** included is a form to be filled in and returned with your first deposit. If you have more than one student, then please fill in and return a form for each student. And, if you are paying with one check, be sure to note how much money is to be designated to each student's account. If you do not specify, the deposit amount will be divided equally between the siblings' accounts.

You can either mail the check or drop it off at the front office of the school. **Please make sure the check is in an envelope labeled "Epicurean Group."**

#### **OPTION #3, CASH:**

Please note: our café accepts cash, so, the MySchoolBucks account is optional.

Thank you for your cooperation and your participation.

Sincerely,



Epicurean Group

## MySchoolBucks STUDENT CHECK DEPOSIT FORM

Mail your check to the address below,  
or drop it off at the front office of the school.  
Please make sure the check is in an envelope labeled "Epicurean Group."

Student Name \_\_\_\_\_ PIN# \_\_\_\_\_ Grade \_\_\_\_\_

Parent or Guardian Name \_\_\_\_\_

Check Amount \_\_\_\_\_ Check # \_\_\_\_\_



Mail to:  
Corey Linville  
Epicurean Group  
**Carondelet High School**  
1133 Winton Dr.  
Concord, CA 94518

(Please make check payable to: **Epicurean Group**)