

Dear St. Gregory Parents,

St. Gregory School and Neil's Catering are pleased to announce the launch of a new online service for your child's Crusader's Cafe account.

The service will allow you to:

- ✓ Monitor your child's lunchtime purchases.
- ✓ Track what your child has been eating for the last 30 days.
- ✓ Make deposits directly into your child's school lunch accounts.
- ✓ Transfer funds between your children.
- ✓ Set up an email reminder to alert you of a low balance.

Deposits can be made through ACH payments or by credit card. Each child's account will be updated nightly so that account balance information and payments will be current the following day. Note: There is a \$2.00 per transaction fee associated with each deposit (only one fee if depositing to multiple students at one time).

To access this service you must create a parent account:

1. Go to www.myschoolaccount.com.
2. Click "Create Account".
3. Fill in required information on the "Parent Account Sign Up Page".
4. Choose "St. Gregory School" from the School District menu.
5. Create a User ID and Password.
6. Click "Accept" box and then click "Signup". An email containing a verification code will be sent to you to complete the process.

After you receive the verification code you must add your children:

1. Go to www.myschoolaccount.com and login using your User ID and Password.
2. Enter the verification code (received in the email) to verify your account.
3. Add your student(s) using their student id – this is located on their student badge.
4. After students are entered you can view their Crusader's Cafe account balance and activity, as well as make deposits.

We encourage you to take full advantage of this service to view your child's purchase history and make deposits at your convenience. Any funds not used by the end of the school year will be available the following school year.

Questions regarding the www.myschoolaccount.com service should be directed to support@myschoolaccount.com.

Deposits can still be made directly to Neil's Catering. These will also be reflected the next day in the online system. There is no transaction fee associated with deposits made directly to Neil's Catering.