

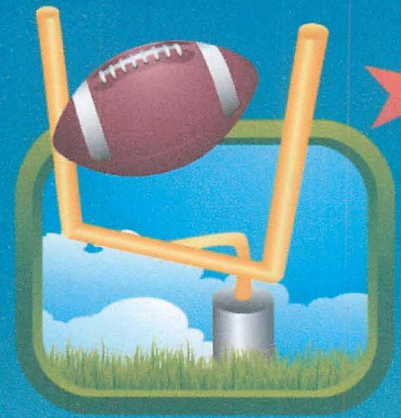
CAROLINA FOREST

ELEMENTARY

# Kick Off

this school year with

# MyPaymentsPlus!



## Use MyPaymentsPlus to:

- Browse registration deadlines and student activities available for enrollment
- Manage student fees and payments in one location
- Enjoy the convenience of registering your student for school-related activities in the comfort of your home or anywhere with internet access

## Make payments on items/events such as:

**Yearbook • After School Child Care • Field Trip Fees and More!** Make payments using a credit card or a debit card. Please contact the school bookkeeper @ 843.903.7149 or call the school @ 843.236.0001 if you have any questions in reference to My Payments Plus.

Get a jump start on managing your student's account by going to [www.MyPaymentsPlus.com](http://www.MyPaymentsPlus.com) and registering for a **FREE** account!

## Easy one-time registration:

- Visit [www.mypaymentsplus.com](http://www.mypaymentsplus.com)
- Follow the on-screen instructions to create an account
- Add your students using their Student ID number *(Please have it ready. Don't know it? Refer to your PowerSchool Parent Account or call the school @ 843.236.0001.*



**MyPaymentsPlus**<sup>SM</sup>

K-12 Online Payment System

Powered by Horizon Software International

[www.MyPaymentsPlus.com](http://www.MyPaymentsPlus.com)



## How to Create a MyPaymentsPlus Account

Go to [www.MyPaymentsPlus.com](http://www.MyPaymentsPlus.com)

- Click Here:



### Step 1: Add your student/patron to the account.

- Select your state and school/school district from the dropdowns.
- Next, you will see the box below. Please select “I have a student enrolled or I am a staff member of this district.” (If you are the student, the same directions apply.)

*Please Select One*

- I have a student enrolled or I am a staff member of this district.
- I am a guest and do not have a student enrolled.

- Enter your child’s student ID number and last name (if you are the student, please enter your information).
- Student ID numbers may usually be obtained by contacting your student’s school.
- If your child’s last name has a suffix, please keep this in mind when entering the last name.  
Ex. “Smith Jr.” “Smith IV” “Smith-Arnold”
- Select:



- If you wish to add another student, repeat step 1.
- Select:



### Step 2: Create your profile.

- Enter your name, address, and phone number.
- Enter an active e-mail address. It's important to enter a correct address so that you can receive e-mail reminders, username/password information, and payment confirmations.
- Select:



### Step 3: Create your sign-in.

- Choose a "Username" that will be easy for you to remember.
- Enter a 7-20 character password. Keep in mind that your password is case sensitive. (1 number and 1 letter required).
- Enter a password hint to help you remember your password.
- Select:



### Step 4: Confirm your profile.

- Verify that all information you entered is correct.
- If you need to change any of the information, you can click on the *Edit* link next to each section title.
- Select:



### Step 5: Your registration is complete!

- Sign in by entering the username/password you created in "Step 1".

**Questions?** Visit our Parent Support Team via the Live Chat button on the front page of our website:

