



What is Cashless School?

Cashless School is a secure online system that allows you to deposit money into an account that your child can access only at Crestwood Preparatory College to pay for food in the cafeteria and supplies and snacks from the Parents' Association store *Mane Essentials*.

How does my child access the money I've deposited?

At the beginning of the year, the IT Department uses a *fingerprint scanner* to take a digital image of one of your child's fingerprints. Your child can then use his/her fingerprint to authorize the withdrawal of money from their *On-Campus Wallet* to pay for things like lunch from the cafeteria or to buy extra pens from *Mane Essentials*.

How do I deposit money into the On-Campus Wallet?

There is an instruction sheet that will accompany this letter that will walk you through setting up your account, linking it to your child(ren), and depositing money into their account.

Can I withdraw money I've deposited?

You have full access to any money you've deposited in your Cashless Account or On-Campus Wallet. You can move the money back into your bank account at any time.

Do I have any control on how my child spends his/her money?

You can set daily spending limits to make sure that your child is spending an appropriate amount of money per day. The typical school lunch, with a drink and dessert, will come to approximately \$10 with tax. A daily spending limit of \$20 is usually enough to allow your child to buy a breakfast in the morning and a lunch in the afternoon. If the limit is too low, you can adjust all from the Cashless School website. You can also see an itemized list of everything your child has purchased by going to the On-Campus Wallet section on the Cashless School website.



How to Register on Cashless Schools:

1. Launch the website: <http://cpc.cashlesschools.com>
2. Click *Register your account now* to begin
3. Enter the account holder name in 'Your Name'
4. Complete the remaining fields
5. Click *Next*
6. Click *Finish Registration*
7. Activate the new account by verifying your email address
8. Click on the activation link in the response email sent to the account supplied
9. Can't find the email? Check your spam folder

How to Deposit Funds into Cashless Account:

1. Launch the website: <http://cpc.cashlesschools.com>
2. Click the *Deposit* link
3. Read the Cashless Account Deposit information and click *Add a Bank Account* link to setup an account
4. Click the *Add a Bank Account* button
5. Click the *Print Authorization Form*
6. Complete the form and attach a void cheque to the bottom of the form. Fax (1.888.729.3331) or email (support@cashlesschools.com) to complete the account setup process.
7. Choose *Back to Your Saved Accounts* screen

How to Deposit Funds into your On Campus Wallet:

1. Log onto the Parent payment centre <http://cpc.cashlesschools.com>.
2. Click the *On Campus Wallet* link
3. Click the *Add Funds to Wallet* button
4. Enter a dollar amount in *Amount to Add*
5. Click the *Add Funds to Wallet* button
6. Click the *Checkout Shopping Cart* button
7. Click on either the *Pay using your Account* button to withdraw the funds from your Cashless Account or the *Pay using your Bank Account* button to withdraw the funds from your bank account (Note: There will be a \$2 convenience fee to withdraw the funds using this method)
8. Click the *Confirm Purchase* button

Forgot your Cashless Schools login password?

1. Launch the website: <http://cpc.cashlesschools.com>
2. Choose *Trouble Accessing Your Account* and follow the steps provided
3. Enter the e-mail address you registered with
4. Click the link in the e-mail when it arrives to reset your password

Parent Payment Centre Support:

Toll free: 1-866-231-3322 (9am-8pm) or email support@cashlesschools.com