



Centerville City Schools

MyPayments Plus Information

Centerville City Schools would like to remind families about our newly updated point of sale system. This system, MyPayments Plus, provides a convenient, secure and accurate way for you to prepay money into your student's lunch account, eliminating the need to send cash or checks to school with your student. MyPayments Plus has been certified by VISA with its highest security protocol so you can be sure your information is safe.

To create a prepay account for your students:

Call MyPayments Plus at 1-866-524-3539 -or- Go online to www.mypaymentsplus.com

MyPayments Plus accepts check, credit or debit card as a prepayment method. To create an account, you will need your student's ID number. For MyPayments Plus purposes, the number needs to be five digits so if your student's ID number is 1234, please set up the account as 01234. A tutorial, "MyPayments Plus Quick Reference Guide" can be found online at www.centerville.k12.oh.us/Nutrition under Downloads.

Some points to note:

- As part of the update to MyPayments Plus, money you put in your student's account online will show up in the account at school **in minutes!**
- If your student receives free or reduced price meals, MyPayments Plus provides *complete confidentiality* since all students use the same procedure to purchase food.
- Your student's meal account will be accessed through his/her personal identification number (PIN). This is the same number that students use to check out books at the IMC and to log on to the district's computers.
- Your student will enter this number into the keypad to access his/her lunch account. Please help your child memorize his/her number to alleviate anxiety and expedite the lunch line.
- MyPayments Plus' online site allows a parent/guardian to set up low balance reminders and make automatic payments when balances are low.
- MyPayments Plus also allows you to track what food items your student selects from the menu. Please note that this is not an accounting feature. It is strictly a snapshot of purchased items.

While you can use MyPayments Plus, we will also gladly accept cash or check payments at school. Please place the cash or check in an envelope and label it with the child's name, teacher's name, ID number, and specify whether you would like the money to be placed in your student's Meal Account (funds are for meals **only**) or General Account (funds are for meals as well as snacks including extra milk or juice). As the parent/guardian, you can select which account to establish for your student.

If you have any questions or comments, please call Student Nutrition Services at 433.8841 or the MyPayments Plus Parent Support line at 1-877-237-0946.