

## Cashless School Tip Sheet

Some parents have asked if there are other features in the Cashless Schools website that could help them manage how their child is spending money in the school. Here are the top five tips:

- 1) **Help Desk:** Once you get to the website ([www.cashlesschools.com](http://www.cashlesschools.com)), at the very top of the page, you will see a link for the **Help Desk**. By clicking on the link, you will get access to the support phone number (1-866-231-3322) and an internet form you can fill out if you should have any questions. Please be advised, the support phone is only available from 9am-8pm EST.
- 2) **Spending Limits:** By going to the **Student Accounts** section (the link is on the left hand side of the website), you will see a list of the student accounts that are associated with your parent account. By clicking on the **Advanced Options** tab, you can set a daily spending limit for your child. Once you set a limit, please make sure to tell your child so that they are aware of the limit.
- 3) **E-Mail Notification for Low Account Balance:** By going to the **Parent Profile** section (the link is on the left hand side of the website), click on the **Email Notifications** tab. By selecting the **My Account Balance is Low** option, you can have the website send you an e-mail when your child(s) account balance reaches \$10 or less.
- 4) **Transfer Funds Between Sibling Accounts:** By going to the **Transfer Funds** section (the link is on the left hand side of the website), you can transfer funds from one sibling account to another sibling account.
- 5) **Withdraw Funds:** By going to the **Withdraw Funds** section (the link is on the left hand side of the website), you can withdraw any remaining funds in your child(s) account at the end of the school year and deposit it back into your bank account.