



4/27/2007

*A Message from the School Business Administrator
Mrs. Pamela Ranco*



Make Payments Online!

Mendham Township School District is pleased to bring you the online convenience of our new payment processing system, PaySchools. This program allows you to make school-related payments online via e-check or credit card at your convenience all from our schools' websites.

How It Works

Access our online payment processing system from our schools' websites at www.mendhamtp.org and visit your child or children's respective school's webpage. Then click on the PaySchools icon to make purchases of all available products. We are making the system available for lunch deposits to begin. After an initial period, we will be able to add a whole host of different items that will be available to parents to make payments right from home!

The first time you access PaySchools, you will be asked to create a username and password. After you log in, simply select the item(s) you wish to purchase then choose to pay by e-check or credit card. To pay by e-check (directly debiting your bank account), you will enter your bank's ABA routing number and personal bank account number. To make your purchase by credit card, enter the account number and expiration date for your VISA, MasterCard or Discover credit card. After you complete your purchase, an e-mail confirmation and receipt will immediately be sent to you. PaySchools uses "Secure Sockets Layer" (SSL) software, requires passwords throughout the program, and **does not store personal bank or credit card information to ensure privacy and security for users**. You will also be asked for a student ID number. Every student's ID number begins with the four digits 5201 and is then followed by your child's 4-digit PIN number.

Benefits For You

Not only is this service a convenience, it also saves district resources that can be better spent on your child's education. PaySchools offers you:

- Easy and convenient online access to pay fees 24 hours a day, 7 days a week;
- An end to lost checks;
- Instant credit to student accounts reflecting the new activity;
- Ability to view account history of purchases; and,
- Assurance of private and secure transmissions.

We are currently accepting online payments for school lunch deposits. We will be expanding our system in the very near future!

To get started, visit our website at www.mendhamtp.org and your child or children's school webpage.