

Dear Parents and Guardians,

This email contains important information about electronic payments and lunch accounts for your student. IPSD 204 is changing the way parents make online purchases, pay fees and fund their students' lunch accounts. At this time, all existing student meal balances along with all unpaid student fees from eSchoolPlus, have been transferred to **PushCoin**.

PushCoin provides a single payment platform with user-friendly features:

- Mobile-friendly website.
- Free electronic funding option with eCheck.
- Email notifications with detailed purchase information or when the account balance is low.
- Ability to check your student's transaction history.
- Ability to transfer funds between students using Move Money feature to transfer a portion a deposit or balance to another student in the same family.
- PushCoin wallet balances may also be used to pay for registration fees.

SIGN UP

Follow these steps to create and link your parent account to your student.

1. Go to www.pushcoin.com. Use the latest internet browsers as they are the most secure.
2. Sign up as a parent or guardian. Either click on **I don't have an account** and fill out the form **or** use an accelerated sign up by clicking on the Facebook, Gmail, LinkedIn or Hotmail links.
3. Add your student to your PushCoin account by clicking **Add User**. Enter the unique PushCoin Registration Code **<code>**, or use the **Find a student** function and enter the required fields.
4. Information about the student should appear on the screen. Verify the information is correct and click **Confirm**.

PAYING FOR SCHOOL FEES

When IPSD Central Office assigns school fees to your student, in additions to an invoice you'll receive, you will also see a red negative balance under **Fees Balance**. You can review the assigned fees under **School Fees** tab.

If you have a positive balance in your student's wallet, you can use that balance to pay for school fees (friendly reminder: *don't forget to keep a balance there for your student's purchases at the school cafeteria*).

If you are using a credit or debit card to pay for school fees or add funds to your student's wallet, you will need to enter the CVV number that's on the back of the card.

FUNDING

Set up your payment method by clicking on **Accounts** and then click on **Add Account**:

- Electronic check (eCheck). **The eCheck funding option is free to parents and to IPSD 204.**
- Debit or Credit Card (Visa, MasterCard, Discover). There is an additional fee of 2.90% + \$0.25 per transaction to use credit or debit cards. This fee is charged by the card processor and was approved as a pass-through fee by the Board of Education. You will be able to see the total cost before submitting the transaction. To add funds to your student wallet/lunch account, click **Users** and **Fund Wallet**.

FAQ's

Q. What if I don't want to receive my student's daily purchase receipts?

A. You can configure your notification preferences under the Settings tab after logging in to your PushCoin account.

Q. Can students share a PushCoin Wallet?

A. No, each student must have their own PushCoin wallet.

Q. What if my student qualifies for free or reduced-price lunch?

A. If your student qualifies for free or reduced-price lunch, your student will pay by showing the student ID card and PushCoin will automatically apply the discount to your student's purchase.

Q. What happens if I forget to add funds to my student's PushCoin wallet?

A. By linking your parent account to your student's account now, you will receive notifications about account balance information. For more information on the District's negative meal balance policy, please visit:

<http://www.ipisd.org/Subpage.aspx/SchoolLunches>

Q. When can I fund my student's PushCoin Wallet?

A. As soon as you link your parent account to your student's account.

Q. When can my student start using funds from the PushCoin Wallet?

A. On the first day of school, Thursday, August 24, 2017.

Q. What if I have more questions about PushCoin?

A. If you have questions about your PushCoin account, you can contact your school or PushCoin by phone at (800) 381-9917 or by email at ask@pushcoin.com.