

PushCoin

Online Payment Portal for School Fees and Lunch Accounts

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 the Move Money feature
- PushCoin wallet balances may also be used to pay for items at the bookstore, school activities and 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**.
 - 1) Click link **Request student access** and enter the required fields
 - 2) Check box to certify you are authorized to access student record
 - 3) Click Submit
 - 4) Information about the student should appear on the screen. Verify the information is correct and click **Confirm**.
4. Repeat Step 3 for additional students

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. A minimum payment of \$50 is required.

If you have a positive balance in your student's wallet, you can use that balance to pay for school fees or make a purchase on the webstore (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 2.9% + \$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.

ADD FUNDS TO YOUR STUDENT WALLET/LUNCH ACCOUNT

To add funds to your student wallet/lunch account, click **Users** and **Fund Wallet**.

MOVE FUNDS BETWEEN STUDENTS

To move funds click on the Move Money button, select a Recipient, enter amount you wish to move to that student.

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. Each student will be allowed to drop to a maximum negative balance of - \$15.00.

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. What if I have more questions about PushCoin?

A. If you have questions about your PushCoin account, you can contact your school, or the business office (630) 375-3021 or by email at pushcoin-help@ipsd.org