



# West Muskingum Schools

*Home of the Tornadoes*

Parents and Guardians:

West Muskingum Local Schools is pleased to announce a new online payment system, PaySchools Central. Parents will be able to pay student fees and add money to their student's meal accounts. You may use a credit or debit card for the transaction. There will be a \$1.75 per transaction fee assessed on payments under \$49.99, and a 3.9% transaction fee on payments over \$50.00. We cannot take credit or debit card payments at the school buildings or district office, but we will still accept cash and checks. Payments made online will normally be credited by the end of the next school day.

A link to the PaySchools Central online payment system can be found on our district website at [www.westm.k12.oh.us](http://www.westm.k12.oh.us). You will need to complete the registration page and add your student's ID number and name. The student ID number is the same number that your student uses to access their meal account. No personal information about your student is available online. Once you have registered and created a password, you will not need the student ID number again. After you have created an account, other children may be linked to the same account. Please be sure to allow PaySchools Central into your email, otherwise it may be considered spam and will go into your junk email.

Questions may be directed by phone to 1-877-393-6628 or by email to [psc\\_help@payschools.com](mailto:psc_help@payschools.com). We hope this will make payments easier and more convenient.

Have a great school year!





**INTRODUCING:**

# PaySchools Central

We now offer PaySchools Central as a resource for the parents of students in our district. PaySchools Central is a secure payment system which simplifies school payments in an easy-to-use online portal. It enables parents to fund lunch accounts and pay required and optional fees online quickly and easily. PaySchools Central also allows parents to opt into and manage email reminders about their student's accounts, so it's easy to remember to replenish lunch accounts or pay for that upcoming field trip.

PaySchools Central can be accessed via our online portal: [www.payschoolscentral.com](http://www.payschoolscentral.com), or via convenient mobile app.

## Why PaySchools Central?

- Payments can be made by credit card 24 hours a day, 7 days a week at the parents' convenience – online or via the mobile app
- Parents can review student purchases, along with account balance information
- PaySchools Central supports increased communication between our school and our families
- Online payments are fast, easy to manage (even for multiple students), and more convenient than writing multiple checks
- At lunch time, our cashiers will spend less time taking cash at the serving lines, so students have more time to eat
- No more lost lunch money, cash or checks on the journey from home to school!

## Convenient Features for Parents

- Parents can opt in to receive email notifications when a student account balance falls below a threshold set by the parent
- Parents can use an automatic payment feature which replenishes their student account(s) when the balance falls below a level set by the parent
- Important school communications are automatically emailed to parents
- Student information is automatically transferred from year to year and even from school to school
- Parents can manage accounts for multiple students with a single login
- Parents can manage payments via an easy-to-use online portal, or while on the go with a convenient mobile app
- PaySchools is PCI compliant and maintains industry standard SSL certificates. This ensures all data is safe and secure
- A continuous online survey is provided to monitor parent feedback and ideas