

Dear Parents,

Great News! Dealing with your children’s lunch money just got a lot easier. You can now **add money** to your child’s meal account, **transfer funds,** and see their cafeteria **purchase history** all securely **online** from your computer, tablet or smartphone!

With **K12PaymentCenter** the chances of lunch money getting lost or stolen significantly decreases. Plus, you save time not having to come in and make meal payments in the cafeteria! You can schedule **recurring payments**, set up **low balance notifications**, and **transfer funds**. It will also save your **payment history** and receipts so you can refer back at any time. You will have access to your child’s account 24 hours a day, 7 days a week.

**How Do You Get Started? It’s simple!**

* Go to [K12PaymentCenter.com](http://www.k12paymentcenter.com) from your web browser
* First time users click “Sign Up” then select your state and district from the drop-down lists
* Fill in your information to set up the account
* Click “Manage Students” to add your student(s) with their last name and student ID number
	+ If you don’t know your student’s ID number, you can find it in final forms or progressbook. (It follows the format of 9877XXXXX.)

Once you create your account and add your students, you will have access to your student’s meal account balance and cafeteria purchase history for **FREE!** When making meal account payment there is a small convenience fee per transaction (not per child) to cover payment processing.

For more information or questions about using **K12PaymentCenter** please go to K12PaymentCenter.com or email contactus@k12paymentcenter.com. You can also contact Brenda Ruffing, SE Food Service Supervisor, at bruffing@se-tigers.com.