



*The Friendship School*

## Tuition Payment Service: MySchoolBucks

The Friendship School is excited to offer MySchoolBucks. This online payment service provides a quick and easy way to make tuition payments using a credit/debit card or an electronic check.

MySchoolBucks provides:

- Convenience - Available 24/7 on the web or through a mobile app for your smartphone.
- Control - Set low balance alerts, view account activity, recurring/automatic payments & more!
- Flexibility - Make payments using credit/debit cards and electronic checks.
- Security – MySchoolBucks adheres to the highest security standards.

Follow the steps on this tip sheet to create an account today!

If you have any questions, contact The Friendship School at 860.447.4049 or MySchoolBucks directly:

- [support@myschoolbucks.com](mailto:support@myschoolbucks.com)
- 1-855-832-5226
- Visit [myschoolbucks.com](http://myschoolbucks.com) and click on Help

### SET UP AN ACCOUNT

#### Step 1:

Visit [www.myschoolbucks.com](http://www.myschoolbucks.com) and click on “Sign up Today”.

The screenshot shows a login form titled "Log In to Your Account". It features two input fields: "Username / Email" and "Password". Below the "Password" field is a "Remember Me" checkbox. To the right of the "Remember Me" checkbox is a "Log In" button with a lock icon. Below the input fields is a link that says "Forgot your username or password?". At the bottom of the form is a grey bar with the text "Don't have an account? Sign up today!".



The Friendship School

## Tuition Payment Service: MySchoolBucks

### Step 2:

To sign up, select “Connecticut” as your State/Province and then select “LEARN Regional Educational Service Center” as your District. Create a user profile with your email address, establish a password, and set up your security questions.

### Sign Up

Search for your district by state or province

Connecticut

Learn Regional Educational Service Center

### Step 3:

Click Create Account to complete the sign up.

By creating an account, I accept the [MySchoolBucks Terms of Service](#) and [Privacy Policy](#).

CANCEL CREATE ACCOUNT

### Step 4:

Add a student to your account by clicking “Continue to Add a Student”.

Your user profile was created successfully. A welcome email has been sent to your inbox. Now let's add a student...

CONTINUE TO ADD A STUDENT SKIP THIS STEP, I'LL DO IT LATER

### Step 5:

To add a student, select “The Friendship School” and then enter the student’s name and identifying information. After clicking “Find Student”, if the system is unable to identify your student with the information provided, please call The Friendship School at 860-447-4049 to obtain your student’s Student #.



The Friendship School

## Tuition Payment Service: MySchoolBucks

### Add Student

To add a student to your account please enter their name and identifying information.

Learn Regional Educational Service Center

The Friendship School ▼

Note: If your child attends school in a different school district please use the district selector at the top of the page to switch.

 First Name

 Last Name

One of the following is required to validate your student

 Birthdate (mm/dd/yyyy) ▼

- or -

 Student #

[Don't have your child's student ID?](#)

CANCEL

FIND STUDENT

#### Step 6:

Click "Finish" to complete the sign up process. Click "View Invoices" to view unpaid invoices and payment options.

The student you selected has been successfully added to your household.

[ADD ANOTHER STUDENT](#)

[FINISH](#)

Your new student has one or more unpaid invoices.

[VIEW INVOICES](#)