



CATHOLIC DISTRICT SCHOOL BOARD OF EASTERN ONTARIO

Box 2222, 2755 Highway 43 - Kemptville, Ontario - K0G 1J0
Phone: 613-258-7757 Toll-Free: 1-800-443-4562 Fax: 613-258-7134
www.cdsbeo.on.ca

For safety and efficiency reasons, *Catholic District School Board of Eastern Ontario* would like to reduce the amount of Cash & Cheques coming into our school. Please join the thousands of parents who have already registered and are enjoying the convenience of paying ONLINE! It takes less than 5 minutes to register. Please follow these step-by-step instructions, so you will begin to receive email notifications regarding upcoming events involving your child(ren).

NOTE: If you require assistance, select the *SUPPORT* option in the top right hand corner of the screen.

Step 1: Register

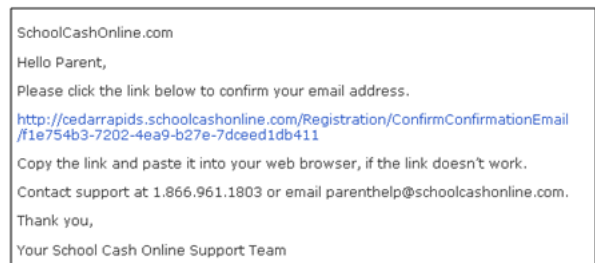
- a) If you have not registered, please go to the School Cash Online home page <https://cdsbeo.schoolcashonline.com/> select the "Get Started Today" option.
- b) Complete each of the three Registration Steps
*For Security Reasons your password, requires 8 characters, one uppercase letter, one lowercase letter and a number.



and

Step 2: Confirmation Email

A registration confirmation email will be forwarded to you. Click on the link provided inside the email to confirm your email and School Cash Online account.
The confirmation link will open the School Cash Online site prompting you to sign into your account. Use your email address and password just created with your account.



Step 3: Find Student

Note: Student Number is Not Required

This step will connect your children to your account.

- a) Enter the School Board Name (not needed if you go to <http://CDSBEO.schoolcashonline.com/>)
- b) Enter the School Name
- c) Enter Your Child's Name & Birth Date
- d) Select *Continue*
- e) On the next page confirm that you are related to the child, check in the Agree box and select *Continue*
- f) Your child has been added to your account

Find Student

School Information

School Board Name: School Board 1575
Looking for a student in a different school board?

School Name:

Student Information

Do you have the student number?

Student Number

First Name: *

Last Name: *

Birth Date: *
Date format: mm/dd/yyyy

(No students? [Click here](#))

Step 4: View Items or Add Another Student

If you have more children, select "Add Another Student" option and repeat the steps above. 5 children can be added to one parent account.
If you do not wish to add additional children, select "View Items For Students" option. A listing of available items for purchase will be displayed.