

How to Create a MyPaymentsPlus Account or Update an account for use at Kid's Community College Charter School

Go to www.MyPaymentsPlus.com

- Click Here:



Step 1: Add your student/patron to the account.

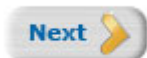
- Select your state and school/school district from the dropdowns. ****PLEASE CHOOSE KID'S COMMUNITY COLLEGE CHARTER SCHOOL AS YOUR SCHOOL DISTRICT.** Do not choose Hillsborough County or Orange County.
- Next, you will see the box below. Please select "I have a student enrolled or I am a staff member of this district." (If you are the student, the same directions apply.)

Please Select One

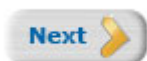
- I have a student enrolled or I am a staff member of this district.
- I am a guest and do not have a student enrolled.

- Enter your child's student ID number and last name (if you are the student, please enter your information).
- Student ID numbers may usually be obtained by contacting your student's school.
- If your child's last name has a suffix, please keep this in mind when entering the last name.
Ex. "Smith Jr." "Smith IV" "Smith-Arnold"

- Select:



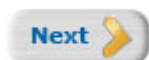
- If you wish to add another student, repeat step 1.
- Select:



Step 2: Create your profile.

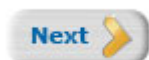
- Enter your name, address, and phone number.
- Enter an active e-mail address. It's important to enter a correct address so that you can receive e-mail reminders, username/password information, and payment confirmations.
- **Please opt to receive LOW BALANCE ALERTS**

- Select:



Step 3: Create your sign-in.

- Choose a "Username" that will be easy for you to remember.
- Enter a 7-20 character password. Keep in mind that your password is case sensitive. (1 number and 1 letter required).
- Enter a password hint to help you remember your password.
- Select:



Step 4: Confirm your profile.

- Verify that all information you entered is correct.
- If you need to change any of the information, you can click on the *Edit* link next to each section title.
- Select:



Step 5: Your registration is complete!

- Sign in by entering the username/password you created in "Step 1".

Is your student coming from another Hillsborough County School or Orange County School with an existing Meal Pay Account?

Step 1: Please login to your students account and DELETE the student name completely.

Step 2: Please ADD back your student using the SAME Student ID #

Step 3: Please choose KID's COMMUNITY COLLEGE as the school district (do not choose Hills. County)