

MySchoolBucks

IMSA uses [MySchoolBucks](#) to allow parents to make payments online.

Parents have two choices for setting up to use MySchoolBucks.

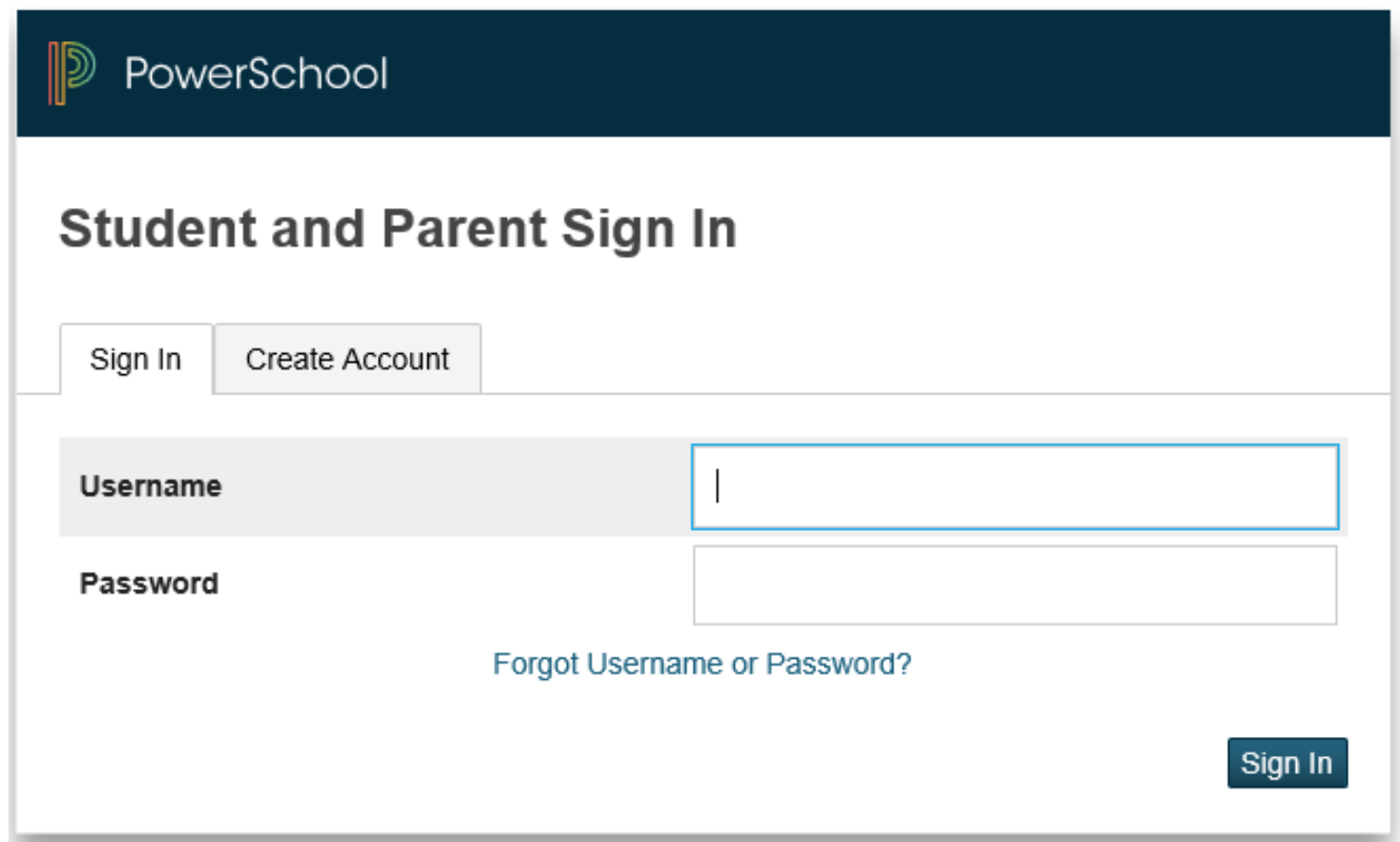
1. Create a PowerSchool parent account, then connect from there to MySchoolBucks and let it automatically create an account.
2. Create an account at MySchoolBucks first, then create a PowerSchool parent account and link it to that existing MySchoolBucks account.

We recommend the first choice and that is what we will describe here.

Making the first connection to MySchoolBucks

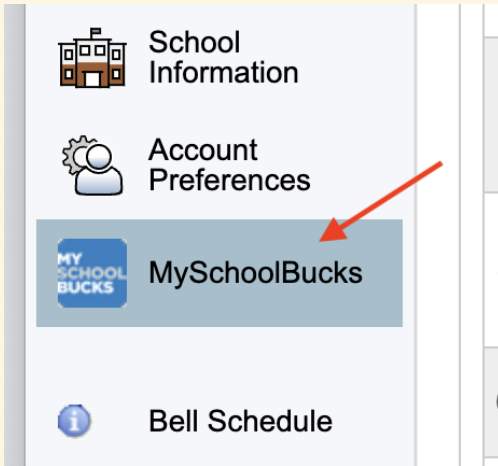
You first need to [create a parent account with our IMSA PowerSchool system](#).

Then [login](#) to your parent account.



The screenshot shows the PowerSchool login interface. At the top left is the PowerSchool logo. Below it is the heading "Student and Parent Sign In". There are two tabs: "Sign In" (which is active) and "Create Account". Below the tabs are two input fields: "Username" and "Password". The "Username" field contains a vertical cursor. Below the "Password" field is a link that says "Forgot Username or Password?". In the bottom right corner, there is a dark blue "Sign In" button.

Once logged in, on the left side of the page you will see a [MySchoolBucks](#) link. Click that.



A “MySchoolBucks | Invoice Payments” page will appear, still in our IMSA PowerSchool parent portal. The first time you visit this page you will need to take steps to connect to MySchoolBucks. In the blue banner that says “Make invoice payments right from PowerSchool”, click the [Get Started](#) button.

PowerSchool SIS

Welcome, Testing Titan | Help | Sign Out

Tommy

Navigation

- Grades and Attendance
- Grade History
- Attendance History
- Email Notification
- Teacher Comments
- Forms
- School Bulletin
- Class Registration
- My Schedule
- School

MY SCHOOL BUCKS | Invoice Payments

Go To MSB

Make invoice payments right from PowerSchool.

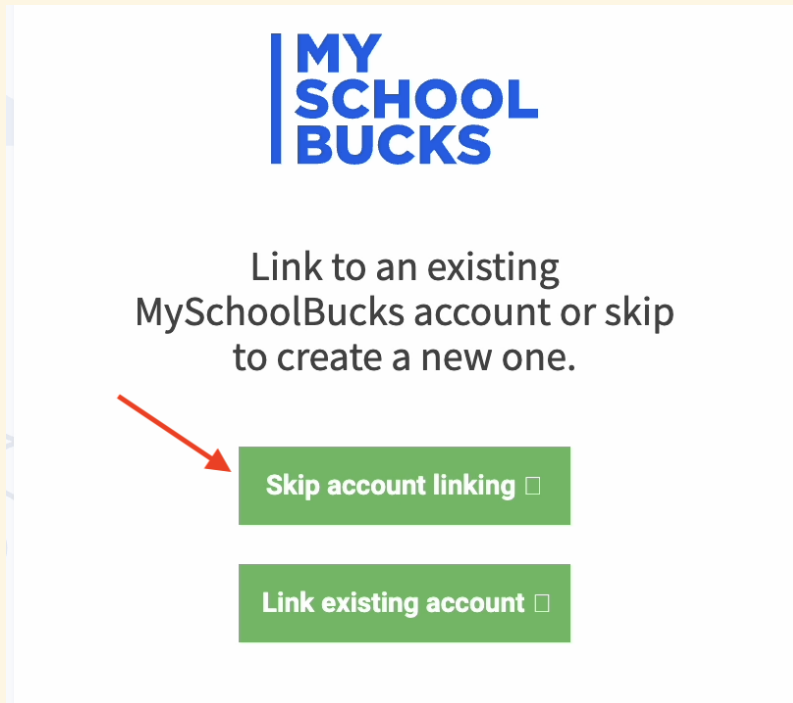
Get Started

School Invoices

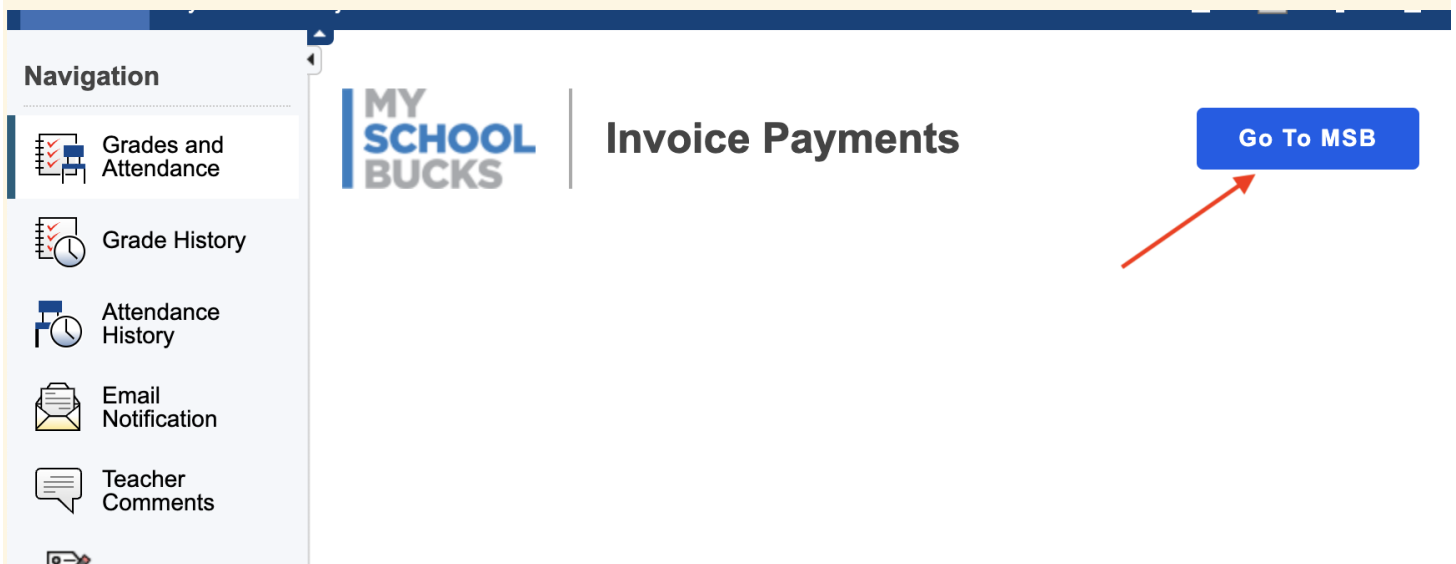
Date Added	Fee	Student	Amount Due	Status

Pay Now

A window will pop up asking you to choose between “Skip account linking” and “Link existing account”. We recommend that you click on [Skip account linking](#) which actually means that MySchoolBucks will automatically link your PowerSchool parent account to a new login account at MySchoolBucks.



Then you should see the “MySchoolBucks | Invoice Payments” page again but without the banner and “Get Started” button.



If you have active invoices displayed, you can click the [Pay Now](#) button to go to the MySchoolBucks site and arrange payment.

At any time you can click the [Go To MSB](#) button to visit the MySchoolBucks site and view and pay any invoices there.

The first time you visit the actual MySchoolBucks site you may be asked to provide some additional information. You may provide information there or not as you choose, but some fields are required before you can submit the page (via the [Update Profile](#) button) and continue on. You can change that same information later on using the profile pages at the MySchoolBucks site.

Make Your MySchoolBucks Account More Secure

We've recently added features to improve your MySchoolBucks experience and make it even more secure. Please take a minute to complete your User Profile.

Mobile Phone Number

Enter your mobile phone number and check the Allow MySchoolBucks to send me text alerts at my request box to receive important account information (e.g. password reset) via text message.

Allow MySchoolBucks to send me text alerts at my request.*

*Message and data rates may apply. Msg freq varies. Text **HELP** to 58864 for help. Text **STOP** to 58864 to cancel.

[Terms of Service](#) | [Privacy Notice](#)

Security Question #1

Security Question #2

Complete your MySchoolBucks profile

Email Preferences

I would like to receive feature updates, news and promotional emails from MySchoolBucks

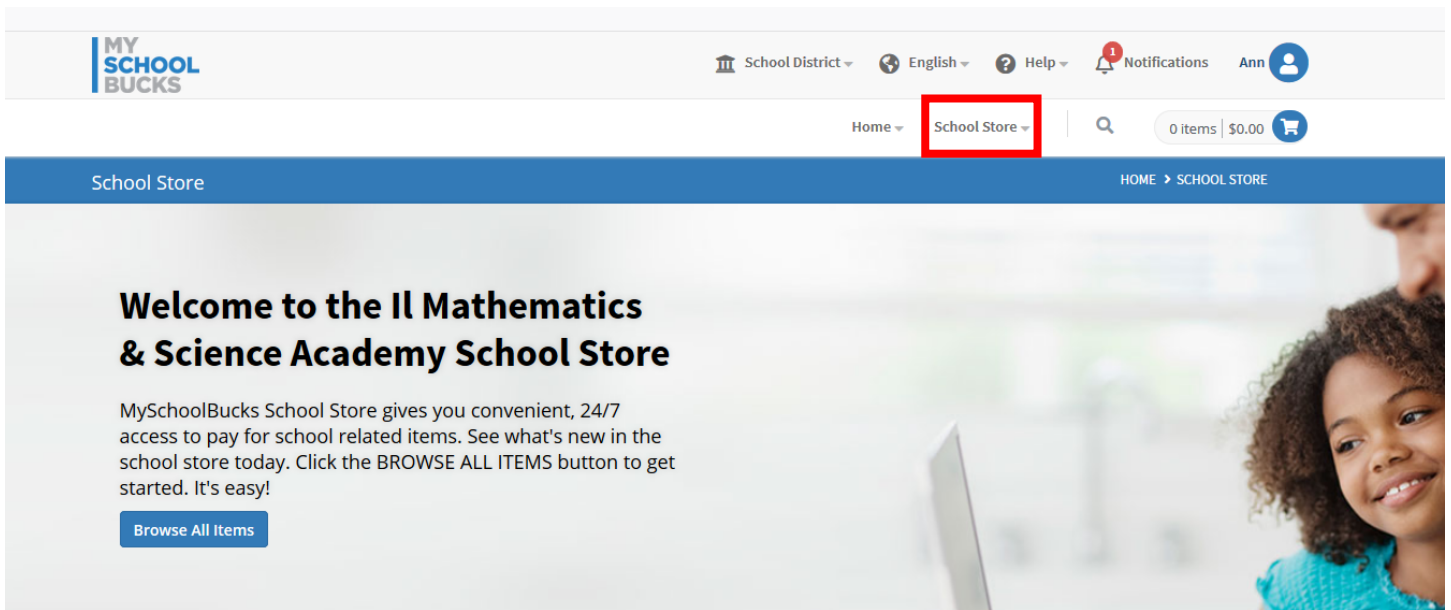
I would like to receive payment confirmation emails from MySchoolBucks

[Update Profile](#)

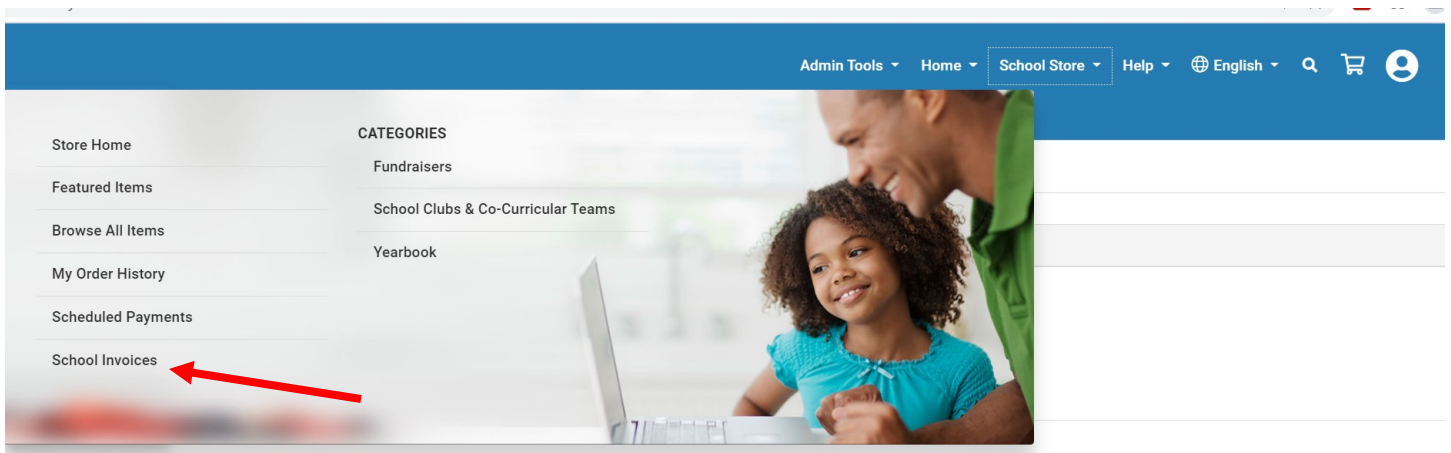
Once you are on the MySchoolBucks site you can see your student's name, their account balance, and details about any invoices. Then you can make payments against any open invoices.

Additional ways of Finding and Paying IMSA Fees in My School Bucks

STEP 1: Find "School Store", near the top of the page.



Select "School Invoices" from the drop down



Selecting invoices to pay

STEP 2: Select the "Payment Options" button **before** adding fee to basket.

2a) Select "Pay remaining amount if you want to pay the balance in full.

2b) Select "Set up Automatic Payments" if you want to select the payment/Installment plan option.

(A one-time, non-refundable, \$50 Payment plan fee will need to be paid, for accounts that select the Payment/Installment Plan option.)

2c) Select "Pay Other Amount" (Partial Payment) if you want to select the manual payment plan option where you will need to make manual payment each time on your own accord.

- (A one-time, non-refundable, \$50 Payment plan fee will need to be paid, for accounts that select the partial Payment Plan option.)
- All initial payments are due on or before August 1, 2024

In-state-Student manual payment instructions.

- For in-state-students, each payment will need to be a minimum 1/10 of the full invoiced amount.
- **In-state-students will have nine additional monthly payments which will need to be paid on first day of each month, beginning September 1, 2024, through May 1, 2025 or until the balance is zero.**

Out-of-state-Student manual payment instructions.

- For Out-of-state-students, each payment will need to be a minimum 1/4 of the full invoiced amount.
- **Out-of-state-students will have three additional payments which will need to be paid on October 1, 2024, January 1, 2025, and March 1, 2025 or until the balance is zero.**

The screenshot shows the top navigation bar of the My School Bucks website. On the left is the logo for My School Bucks. On the right, there are links for School District, English, Help, Notifications, and Ann. Below this is a secondary navigation bar with Home, School Store, a search icon, and a shopping cart icon showing 0 items for \$0.00. A blue banner below the navigation bar contains the text 'School Invoices' and 'HOME > SCHOOL INVOICES'.

School Invoices

Your students have one or more unpaid invoices. If you believe you are seeing this in error, please contact your school for further assistance. To view partial payment or recurring payment options (if available), select "PAYMENT OPTIONS" for the item listed.

[Add All Invoices To Basket](#)

This screenshot shows an invoice for Titan, Tommy. The invoice number is inv2439. At the top right of the invoice, there are two buttons: "Payment Options" (highlighted with a red box) and "Add To Basket". The invoice table has the following columns: Date Added, Fee Name, Description, Student Name, and Amount. The table contains one row for a 2020/2021 School Fee. Below the table, there is a summary section with the following information:

Invoice Amount	\$2,497.50
Total Payments	\$0.00
Remaining Amount	\$2,497.50

This screenshot shows another invoice for Titan, Tommy. The invoice number is inv2663. At the top right of the invoice, there are two buttons: "Payment Options" (highlighted with a red box) and "Add To Basket". The invoice table has the following columns: Date Added, Fee Name, Description, Student Name, and Amount. The table contains one row for a Transcript Fee. Below the table, there is a "Show More" button.

2a. Example continue: Select "Pay remaining amount if you want to pay the balance in full.
Selected Add to basket button to pay in full.

Invoice #: inv2663

[Payment Options](#) [Add To Basket](#)

Date Added	Fee Name	Description	Student Name	Amount
06/10/2020	Transcript Fee	All senior students are charged a one-time fee, for official transcripts to be sent to colleges and universities during the college application and ... Show More	Titan, Tommy	\$40.00

(No payments found)

Invoice Amount	\$40.00
Total Payments	\$0.00
Remaining Amount	\$40.00

Next Amount Due \$40.00
Jul 15, 2020

This invoice has a payment plan with multiple due dates [Show Payment Plan](#)

2a. continued Selected Payment options button for second item (Example)

Invoice #: inv2869

[Payment Options](#) [Add To Basket](#)

Date Added	Fee Name	Description	Student Name	Amount
06/10/2020	Payment Plan Charge	A one-time, non-refundable, \$50.00 service fee, when choosing the option to pay the annual School (Student) Fee in installments and or multiple ... Show More	Titan, Tommy	\$50.00

(No payments found)

Invoice Amount	\$50.00
Total Payments	\$0.00
Remaining Amount	\$50.00

Next Amount Due \$50.00
Jul 15, 2020

This invoice has a payment plan with multiple due dates [Show Payment Plan](#)

Selected "Pay Remaining Amount of \$50.00"
Selected "Add to Basket" button

Select a payment option:

Pay Remaining Amount of \$50.00

Pay Next Amount Due of \$50.00

Set Up Automatic Payments

[Cancel](#) [Add To Basket](#)

2b) Example continued: Select "Set up Automatic Payments" if you want to select the payment/Installment plan option.

(A one-time, non-refundable, \$50 Payment plan fee will need to be paid, for accounts that select the Payment/Installment Plan options.)

Select "Payment Options" button

Invoice #: inv2439

Payment Options Add To Basket

Date Added	Fee Name	Description	Student Name	Amount
06/10/2020	2020/2021 School Fee- Class of 2021	2020/2021 School Fee- all classes- remaining balance due. DUE DATE: July 15 by payment in full or installment payment setup--- Submission of payment ...	Titan, Tommy	\$2,497.50

(No payments found)

Invoice Amount \$2,497.50
Total Payments \$0.00
Remaining Amount \$2,497.50

2b continued:

Select "Set up Automatic Payments" option

Select "Add to Basket"

Date Added	Fee Name	Description	Student Name	Amount
06/10/2020	2020/2021 School Fee- Class of 2021	2020/2021 School Fee- all classes- remaining balance due. DUE DATE: July 15 by payment in full or installment payment setup--- Submission of payment ...	Titan, Tommy	\$2,497.50

Invoice Amount \$2,497.50
Total Payments \$0.00
Remaining Amount \$2,497.50

Select a payment option:

Pay Remaining Amount of \$2,497.50

Pay Other Amount

Set Up Automatic Payments

Installment Plan- FY21

Payment Dates

- 1. Jul 15, 2020
- 2. Sep 01, 2020
- 3. Oct 01, 2020
- 4. Nov 01, 2020
- 5. Dec 01, 2020
- 6. Jan 01, 2021
- 7. Feb 01, 2021
- 8. Mar 01, 2021
- 9. Apr 01, 2021
- 10. May 01, 2021

Cancel

Add To Basket

2c) Example continued: Select “Pay Other Amount” (Partial Payment) if you want to select the manual payment plan option where you will need to make manual payment each time on your own accord.

- (A one-time, non-refundable, \$50 Payment plan fee will need to be paid, for accounts that select the partial Payment Plan option.)
- All initial payments are due on or before August 1, 2024

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Out-of-state-Student manual payment instructions.

- For Out-of-state-students, each payment will need to be a minimum 1/4 of the full invoiced amount.
- **Out-of-state-students will have three additional payments which will need to be paid on October 1, 2024, January 1, 2025, and March 1, 2025 or until the balance is zero.**

Select “Payment Options” button

Invoice #: inv2439

Payment Options Add To Basket

Date Added	Fee Name	Description	Student Name	Amount
06/10/2020	2020/2021 School Fee- Class of 2021	2020/2021 School Fee- all classes-remaining balance due. DUE DATE: July 15 by payment in full or installment payment setup--- Submission of payment ...	Titan, Tommy	\$2,497.50

(No payments found)

Invoice Amount \$2,497.50
Total Payments \$0.00
Remaining Amount \$2,497.50

Select “Pay other Amount” button

Invoice #: inv2439

Date Added	Fee Name	Description	Student Name	Amount
06/10/2020	2020/2021 School Fee- Class of 2021	2020/2021 School Fee- all classes-remaining balance due. DUE DATE: July 15 by payment in full or installment payment setup--- Submission of payment ...	Titan, Tommy	\$2,497.50

Invoice Amount \$2,497.50
Total Payments \$0.00
Remaining Amount \$2,497.50

Select a payment option:

Pay Remaining Amount of \$2,497.50

Pay Other Amount

Set Up Automatic Payments

Cancel **Add To Basket**

STEP 3: Select “Add to Basket” the invoices you want to pay.

STEP 4: Click “View Cart/Checkout” to start the payment process.

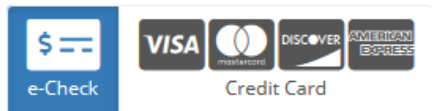


STEP 5: Fill in payment information, and click “Continue” button to complete payment process.

School Invoices

NAME	STUDENT	AMOUNT	
Invoice #: inv2439	Titan, Tommy	\$249.75	⋮
* Schedule 10 payments starting on Jul 15, 2020 until May 01, 2021			
... Show All			
Invoice #: inv2663	Titan, Tommy	\$40.00	⋮
Invoice #: inv2869	Titan, Tommy	\$50.00	⋮

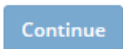
Choose a payment method: ?



Only U.S. bank accounts are accepted

Make this my primary billing account

Subtotal	\$339.75
Sales Tax	\$0.00
Program Fee	\$0.00
Total	\$339.75



Additional Support information:

MySchoolBucks Parent Support: 855.832.5226 or parentsupport@myschoolbucks.com