



My School Bucks

If you are logging onto My School Bucks from a cell phone you will need to download the myschoolbucks app.

You can open the browser from a laptop or PC at www.myschoolbucks.com.

Step 1

From the MSB homepage select “Sign up for a Free Account”

Step 2

Select State - Ohio

Step 3

Select District - Urban Community School

Sign Up

Search for your district by state or province

Ohio

Select District

A district is required

Cancel Create Account

Step 4

Enter Parent information.

Step 5

Once you complete all the necessary steps select the “Create Account” button

You have now created your Parent Account. Next add each of your students.

TO ADD YOUR STUDENT

Step 6

Select the "Continue to Add a Student" button

Add Student

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

Urban Community School

- Select 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.

John

Doe

One of the following is required to validate your student

03/15/2011

- or -

Student #

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

Cancel Find Student

Step 7

Select the School-

PreRegistration- Student new to the School

Early Childhood- Early Childhood students

Elementary- Students in Kindergarten through 5th grade

Middle School- Students in 6th through 8th grade

Step 8-

Enter Student's name and birthday.

You do not need to enter the student ID#

Step 9-

Hit the **FIND STUDENT** button

Step 10

Once student is found hit the "ADD STUDENT"

If you have more than one student, hit the “ **Add Another Student**” button. All students in your household need to be added.



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](#)

Step 11

At this point you can **View Invoice**. You will see your registration fee here.

We strongly recommend paying this fee online through the My School Bucks site. However, if you cannot pay online, you can come to the school office to pay with a check or cash. Call the school office first to confirm the best day/time to come in.