

How to Sign-Up for MyNutrikids.Com

Registering for MyNutrikids.com

- You will first need your child's student ID number; you may get this number by contacting your child's school or contacting the CNS office at 223-4500.
- Click **Sign Up Now!** and enter the required information. You may use zip-code **95122** if you are unsure what your school's zip code is.
- Click **Finish** to complete the initial registration process.

Add Students to Your Family Account

- When you log in you will be taken to the homepage.
- Click **MyKids** from the main menu OR from the blue navigation bar above.
- This is a listing of the students in your account. It will be empty on your first visit to the site.
- Click **Add Child** and enter the required information.
- Click **Add** (next to your child's name) to continue.
- Click **Add Child** to repeat the process for additional children.

How to Make a Deposit

- Click **Deposit Money** located next to **Add Student**.
- Enter an amount in the **Deposit** column next to your child's name.
 - o If you have more than one child, enter the amount you wish to deposit into the column next to each child's name. DO NOT deposit money for your entire family into ONE child's account.
- Click **Calculate**.
- Click **Make Deposit**.
- You will be directed to the PayPal web site to enter your payment information.
 - o You have the option to use your existing PayPal account or a major credit card to make your payment.
 - o If you are using your PayPal account, enter your email address and PayPal password to continue.
 - o If you are using a credit card, enter the required information. For your protection, MyNutrikids.com will not store your financial information.
- Click **Pay Now** when finished.
- Click **Pay** once again to finish the process.

Important Things to Know

- If you have more than one child in the District you can handle all online prepayments from the same online account.
- Prepayments may be made through an existing PayPal account or with a major credit card, debit card, e-check or PayPal account. The minimum prepayment amount is \$10.00 per prepay transaction (total sum of prepayments for all your listed children in a single transaction).
- When an eCheck is used to make the deposit, the banking institutions need to process the Electronic Funds Transfer before the payment is considered complete. Therefore, deposits made with eChecks must clear before the funds are available for use at the schools. Most eChecks take 4 to 7 business days to clear but may take up to 10 business days to clear.
- Deposits made with PayPal accounts or credit/debit cards typically are available for use by the next business day.
- Parents will be able to establish meal balance amounts so that if your child's account balance falls below the established amount, you will receive an email alerting you to the low balance. The low balance amount will be set by you for each child, providing you the flexibility to set a different balance notification amount per child.
- In order to use the online prepayment service, a convenience fee for each transaction will be assessed to cover the bank fees. The convenience fee is a flat \$1.75 per transaction. This convenience fee will apply to deposits of all amounts. Parents placing money into multiple meal accounts will only be assessed the \$1.75 fee once per deposit transaction. The convenience fee will be applied to all payment types (credit, debit, e-check, PayPal account, etc.) Evergreen School District does not profit from the use of this site.
- Your Internet Service Provider may mistakenly block confirmation & low balance emails, confusing it with junk or spam email. If you have not received your confirmation e-mail, please contact Customer Support via e-mail at support@mynutrikids.com. Be sure to also check your junk or spam folder frequently.