

# MySchoolBucks

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

Parents have two choices for setting up to use MySchoolBucks.

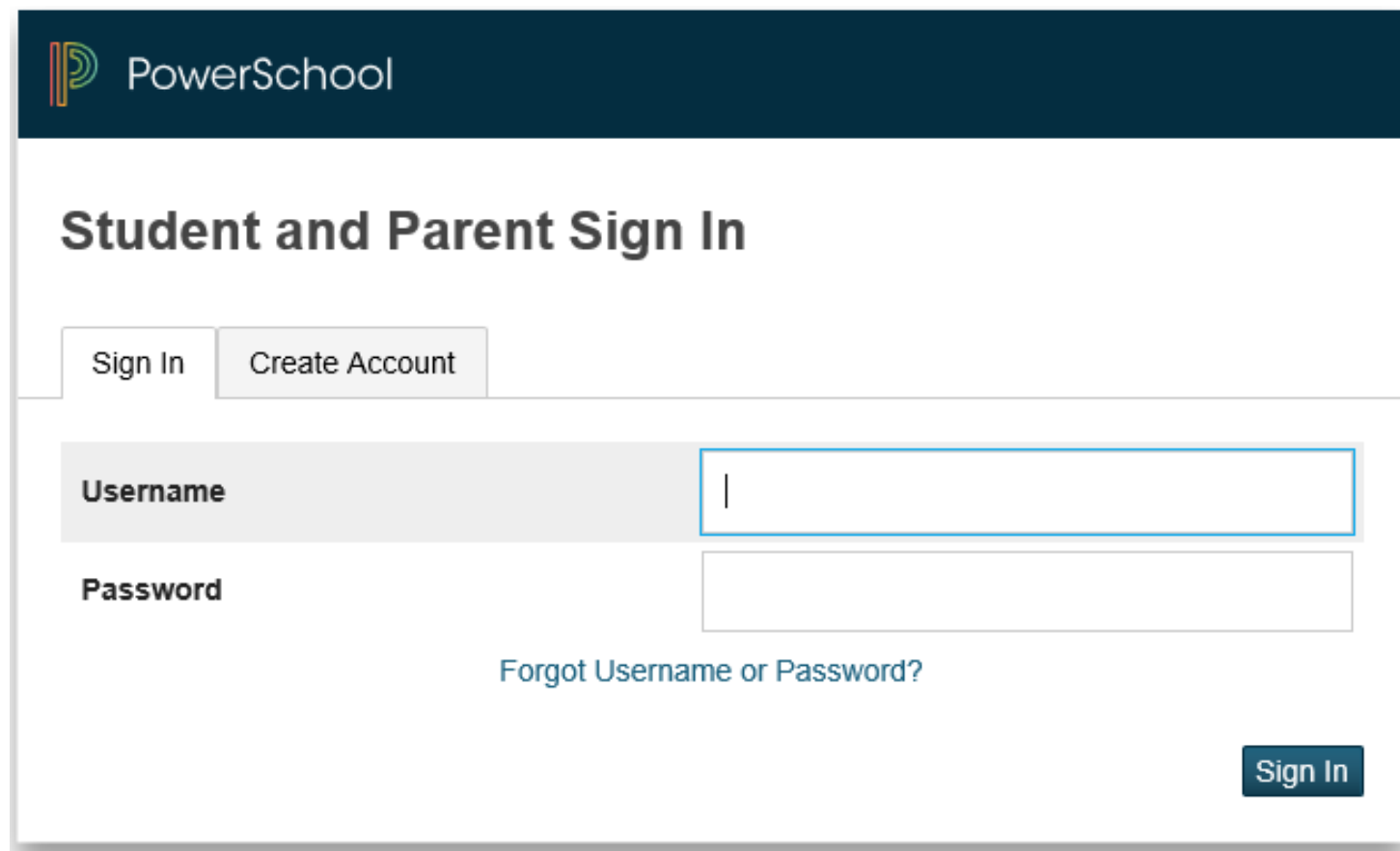
1. Create a PowerSchool parent account, then connect from there to MySchoolBucks and let it automatically create an account.
2. Create an account at MySchoolBucks first, then create a PowerSchool parent account and link it to that existing MySchoolBucks account.

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 image shows a screenshot of the PowerSchool login interface. At the top is a dark blue header with the PowerSchool logo and name. Below this is a white box titled "Student and Parent Sign In". Inside this box, 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 has a blue border and a cursor. Below the "Password" field is a link that says "Forgot Username or Password?". In the bottom right corner of the white box is a dark blue button labeled "Sign In".

PowerSchool

### Student and Parent Sign In

Sign In Create Account

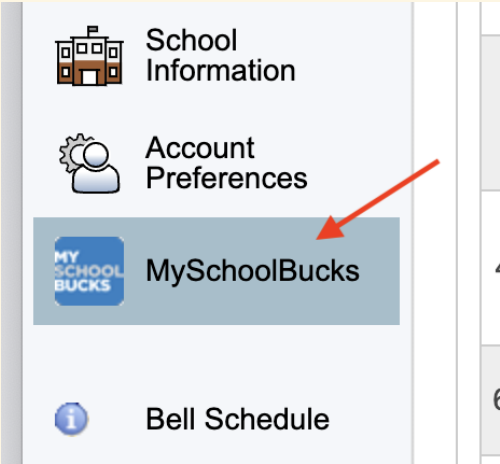
Username

Password

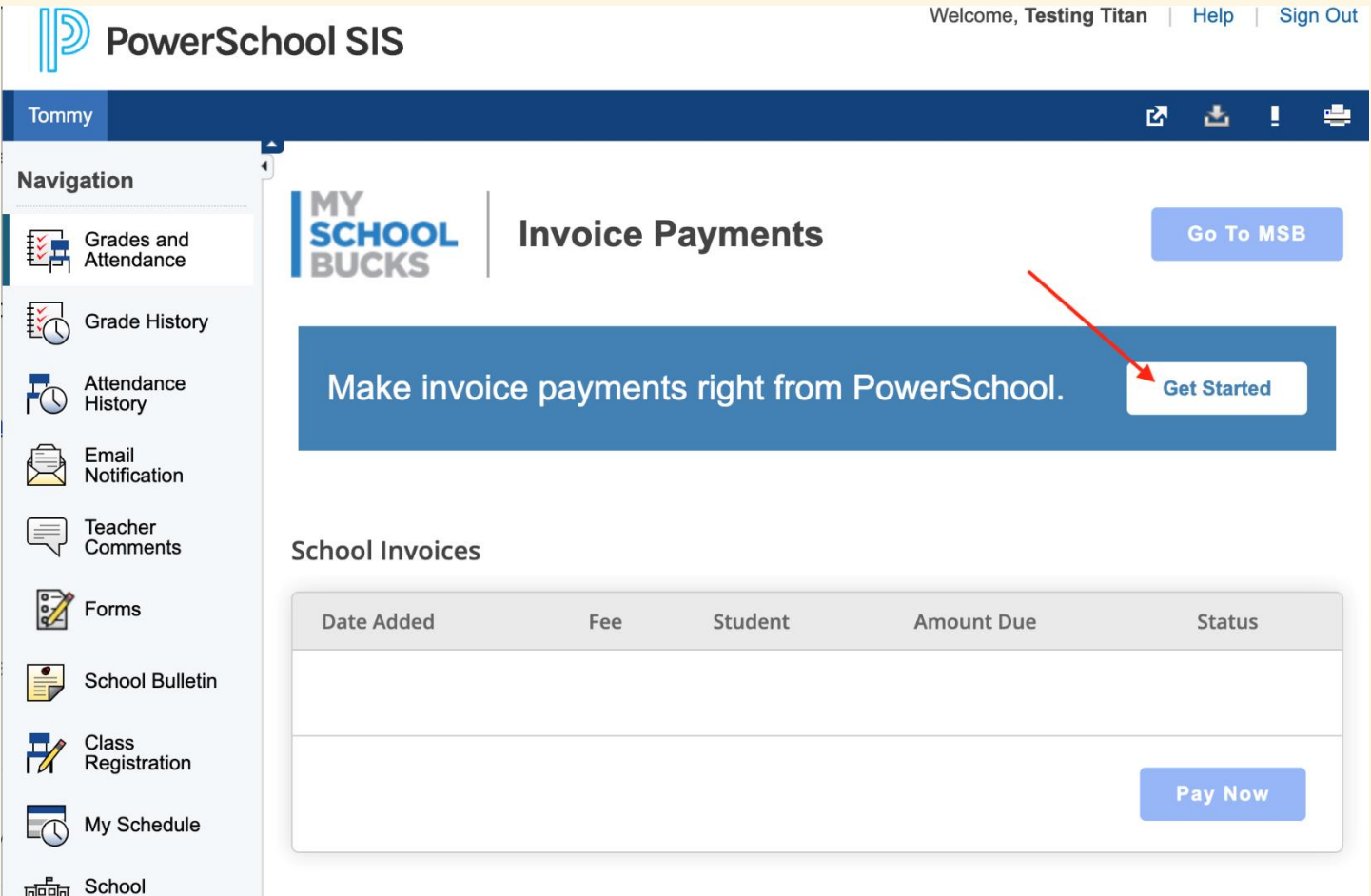
[Forgot Username or Password?](#)

Sign In

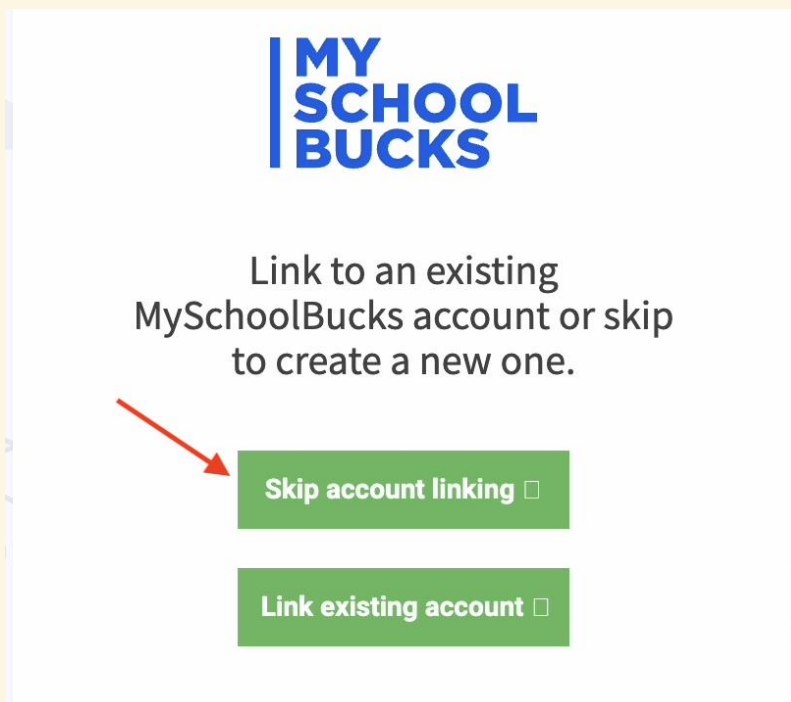
Once logged in, on the left side of the page you will see a [MySchoolBucks](#) link. Click that.



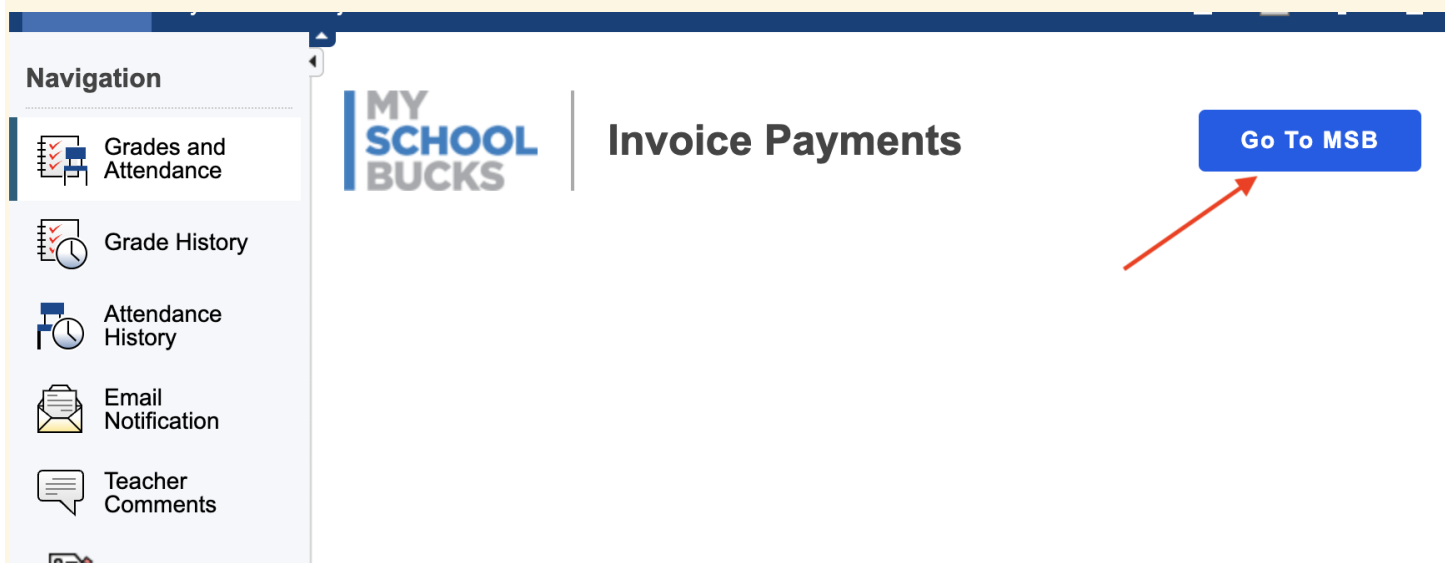
A “MySchoolBucks | Invoice Payments” page will appear, still in our IMSA PowerSchool parent portal. The first time you visit this page you will need to take steps to connect to MySchoolBucks. In the blue banner that says “Make invoice payments right from PowerSchool”, click the [Get Started](#) button.



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

 In what city did you attend high school?


 Answer #1

### Security Question #2

 What are the last 4 digits of your social security number?

 Answer #2

## Complete your MySchoolBucks profile

 Email Address

### Email Preferences

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

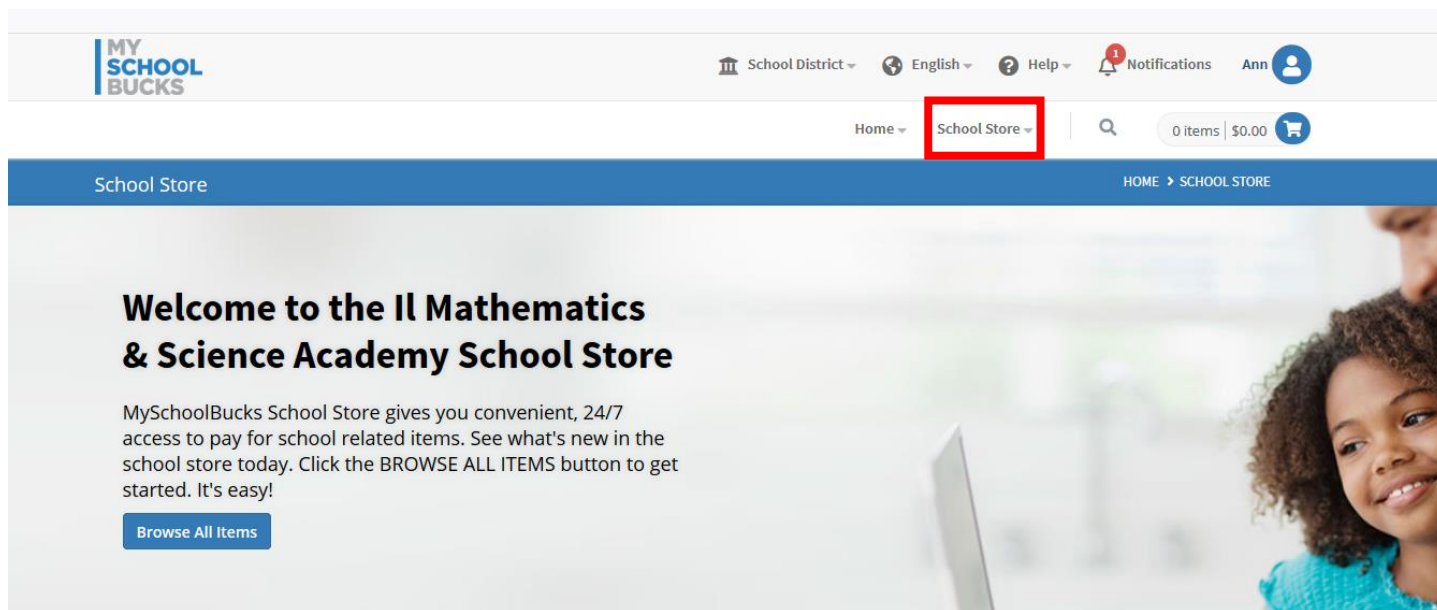
☒ I would like to receive payment confirmation emails from MySchoolBucks

[Update Profile](#)

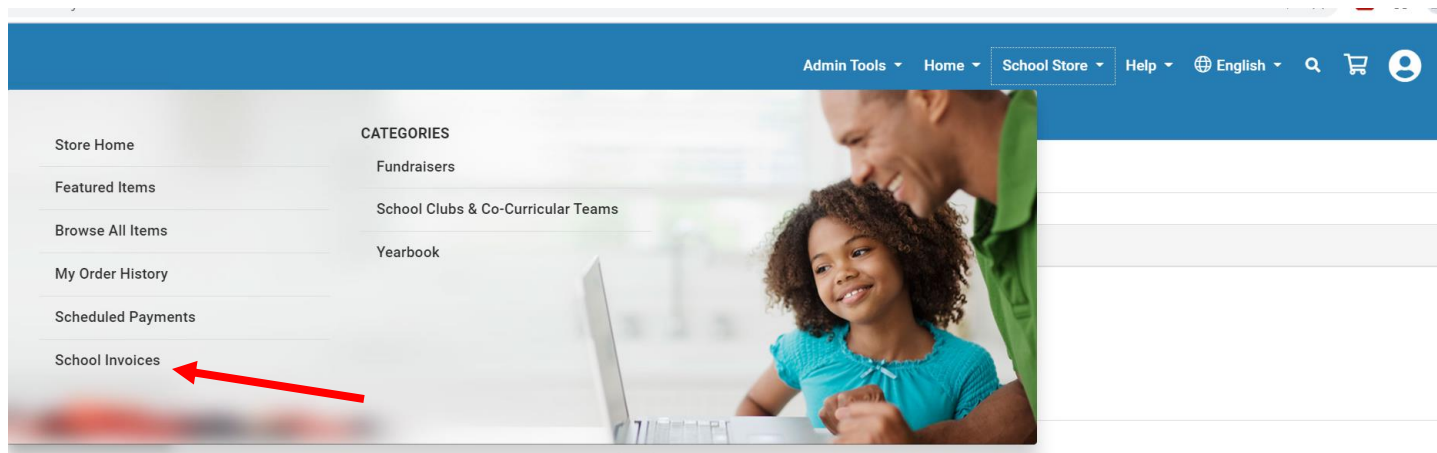
Once you are on the MySchoolBucks site you can see your student's name, their account balance, and details about any invoices. Then you can make payments against any open invoices.

### **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, 2023


### 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, 2023, through May 1, 2024 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, 2023, January 1, 2024, and March 1, 2024 or until the balance is zero.**

**MY SCHOOL BUCKS**

School District ▾ English ▾ Help ▾ Notifications Ann 

Home ▾ School Store ▾  0 items | \$0.00 

School Invoices 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

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

Show More

(No payments found)

Invoice Amount

Total Payments

Remaining Amount

\$2,497.50

\$0.00

\$2,497.50

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 ...	Titan, Tommy	\$40.00

Show More

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 ... <a href="#">Show More</a>	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 ... <a href="#">Show More</a>	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.**

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- All initial payments are due on or before August 1, 2023

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Select “Payment Options” button

Invoice #: inv2439

Payment OptionsAdd 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

Show More

(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

Show More

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

CancelAdd 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.

Cancel

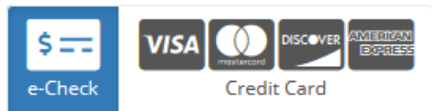
View Cart / Checkout

**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			
... <a href="#">Show All</a>			
Invoice #: inv2663	Titan, Tommy	\$40.00	⊙
Invoice #: inv2869	Titan, Tommy	\$50.00	⊙

Choose a payment method: ?



Bank Routing #

*Only U.S. bank accounts are accepted*

☒ Checking Account #

☒ Confirm Checking Account #

Name on Account

☐ Make this my primary billing account

Address Line 1

Address Line 2 (Optional)

City

Select State/Province

ZIP Code

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

Continue

#### Additional Support information:

MySchoolBucks Parent Support: 855.832.5226 or [parentsupport@myschoolbucks.com](mailto:parentsupport@myschoolbucks.com)