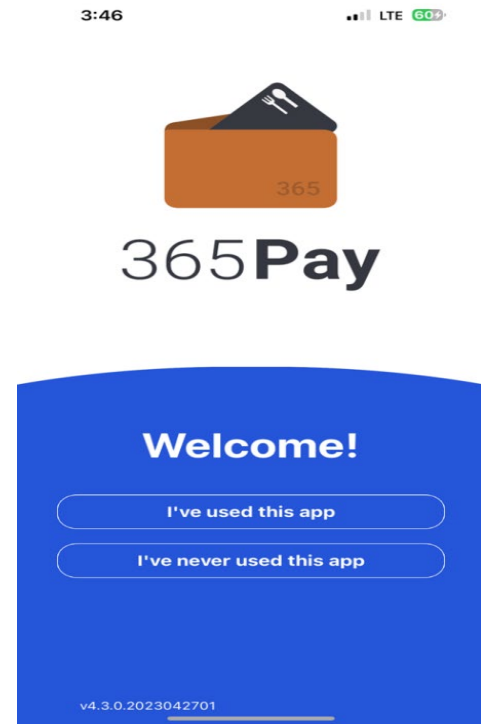
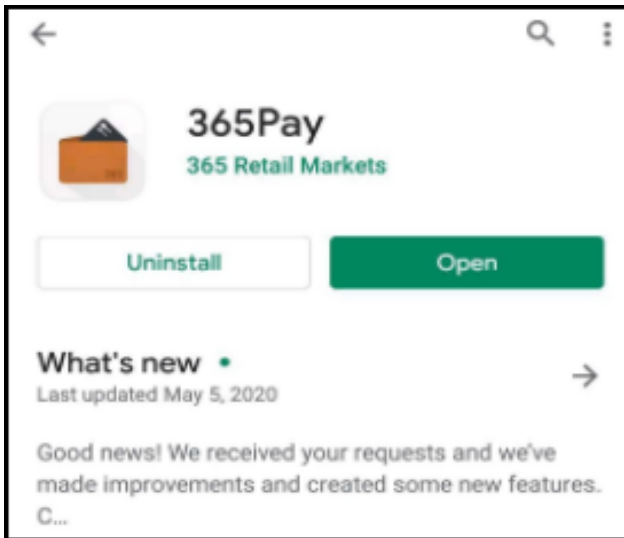
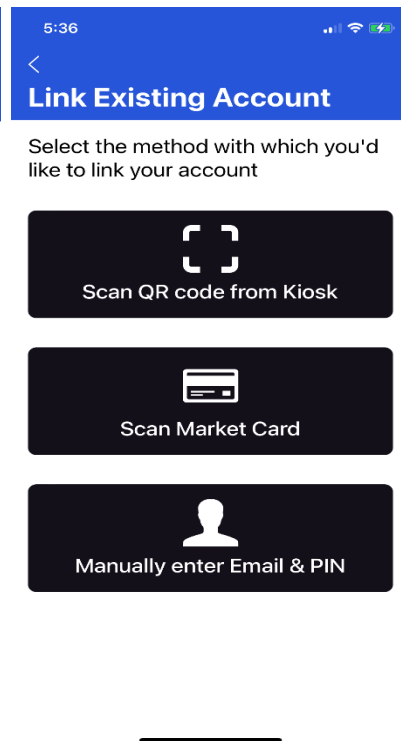


Saints Café Lunch Account Procedure

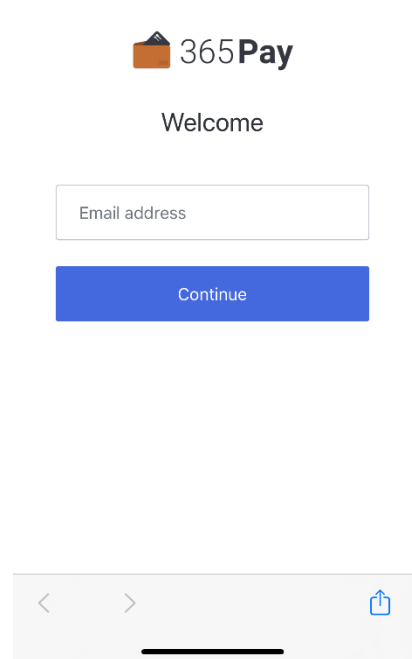
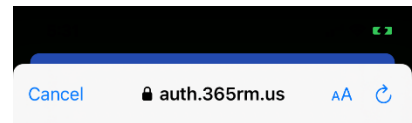
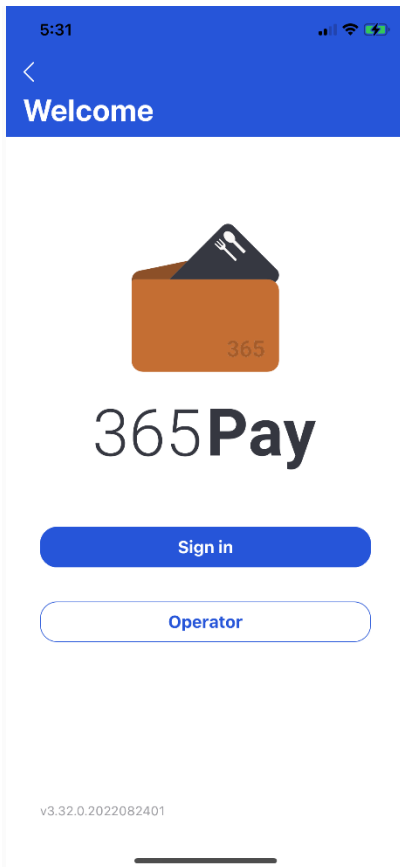


You should complete the following steps with your student.

1. Download 365Pay from App Store or Google Play Store.
2. Once the download is complete, select **Open**.
3. Tap **I've never used this app**.



4. Tap **Link Existing Account**.
5. **Manually enter Email & PIN:** The email you will provide is your student's school issued email address (first initial last name, last 2 digits of graduation year, followed by @stasaints.net) Pin Provided is 1234.
6. **Create A password:** Once you create a password it will direct you back to the main sign in page.
7. **Verify the Email:** A verification request was sent to your student's email address. Once verified you can proceed to the next step.



8. Click **Sign in**

9. Enter your student email address and click **Continue**.

10. Enter your password and click **Continue**.

11. You will be signed in and directed to the app's **Home** tab. From here you can manage your account settings, check your balance and make payments.

12. You will need to do this for all of your students. You will need this app to check balances and make credit card payments. To see your other student's account, you will need to sign out and sign back in using their email address and password. You can see your student's name in Settings.

