

Sodexo at Malvern Prep Dining Services

Student Debit Accounts and Personal ID Numbers (PIN)

All Malvern Prep students are automatically assigned a Student Debit Account and a Personal Identification Number (PIN) they can use to make purchases in the Dining Hall, Friar's Cup Café, and the Campus Store. This debit account and PIN are automatically set up before your son's first day of school at Malvern Prep and remain with the student throughout his entire Malvern Prep career. PINs can be accessed in the Dining Hall on the first few days of school and in the Dining Services office throughout the year.

Cash and checks can be used to deposit funds to Student Accounts in the Dining Services office and at the registers in the cafeteria at no charge. Please make checks payable to "Malvern Prep". Students with a low or negative balance will be requested to have funds deposited into their accounts. Please see Malvern Prep's policy on Low and Negative Balances for more details in cases of extreme delinquency.

Cash is accepted for all transactions in the cafeteria and the Campus Store. Credit Cards are accepted for purchases in the Campus Store.

MyKidsSpending.com (MKS)

Parents have the option to access their son's account via MyKidsSpending.com, an online service that allows parents to deposit money into their account and review account activity. Credit Cards (MasterCard and Visa) and Personal Checks are accepted on MyKidsSpending.com.

To register your son's account, or to add a new student to an existing account, go to <https://www.mykidsspending.com> and select either "Get Started" from the upper banner or the "Create Account or Add Student" button near the bottom. This will direct you to the "Get Started" Page. Here you will enter the e-mail address you would like to use. This e-mail will serve as both your login ID and also it will be where MKS will send any e-mail correspondence. There are also fields for your first and last name, your phone number, your student's school, your student's ID number (not his PIN), and your student's first and last name. If you are only adding one student, once your information is entered, click the "Complete Registration" button and you will be taken back to the main page. If you have multiple students to add, clicking on "Register this account" will keep you on the same page and allow you to add another student. At that point, MyKidsSpending will attempt to match the school, student name, and ID number, and if there is a match, the account will be set up automatically and a confirmation e-mail will be sent providing password information. If you do not have the student ID number, or MKS is unable to verify some information you have entered, you will get an e-mail letting you know that MKS will keep your registration on file while the MKS Support Team checks the information provided. In most cases, the registration can be completed within 24 hours. Your password can be changed at any time by logging into your account, selecting the Change Password button, and following the prompt. E-mail addresses can be updated similarly by logging in, selecting the Change E-mail Address button, and following the prompt. Please consider adding AccountSetup@MyKidsSpending.com to your address book so that any correspondence is not accidentally filtered out as spam. MKS can be contacted at that e-mail if you have any questions.

There is a \$1.00 minimum deposit through the MyKidsSpending.com website.

Automatic Deposits (Autofunding) is an option that can be set up using a checking account. Autofunding cannot be set up using a credit card. Once your son's balance gets below a certain level, MyKidsSpending.com will automatically deposit funds into their account, similar to EZ Pass. Autofunding is paused for the summer at the end of the school year and restarted a week before school starts the following year.

There are different charges that depend on how money is deposited on MyKidsSpending.com:

- For each deposit by check, there is a service charge of 75 cents plus 1% of the total deposited. There is a \$20.00 charge for any returned check. There can be a 24-hour hold on funds from a checking account on the first check used to ensure that the check clears.
- For each deposit by Credit Card, there is a service charge of 4% of the total deposited with a minimum of \$3.00. Deposits by credit card are generally available the next day.

All funds remaining on a student's account at the end of the year will roll over and be available the next year. Any seniors with a remaining balance will have their balance refunded.

Any questions regarding MyKidsSpending.com should be directed to Support@MyKidsSpending.com.

Any questions regarding Student Accounts or MyKidsSpending.com should be directed to:

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