

Setting up your Account

1. Start by going to www.ezschoollapps.com/login/parent.
2. Click on **Forgot Password**.

PARENT LOGIN

Email

Password

Don't have an account? [Sign-up today!](#) [Forgot Password?](#)

Login

3. When prompted enter your email address and click **Send Password**.

Change Password

Email

* The search can take 10-15 seconds to find school

SEND PASSWORD

4. Check your email for the link to set your password.
5. Return to the login screen and enter your email address and password to login.
6. Once you are logged in, you should see your student(s) listed under Person Name in the middle of the screen. If you do not see your student, click on **Missing Student** and follow the steps to request access.

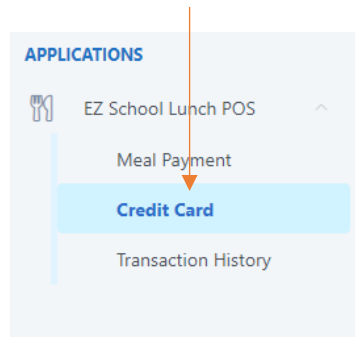
Meal Payment
Add payments, view current balance for each student.

Missing Student Transfer Money Between Students Download Instructions

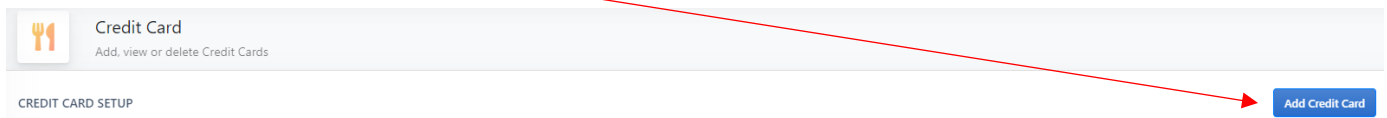
Person Name	School Name	Current Balance	Actions
Test Student	Holy Family Catholic High School	\$ 0.00	Add

Adding a Credit/Debit Card

1. On the left side of the screen, click on **Credit Card**.



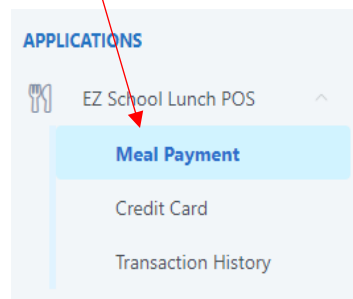
2. Click on **Add Credit Card**.



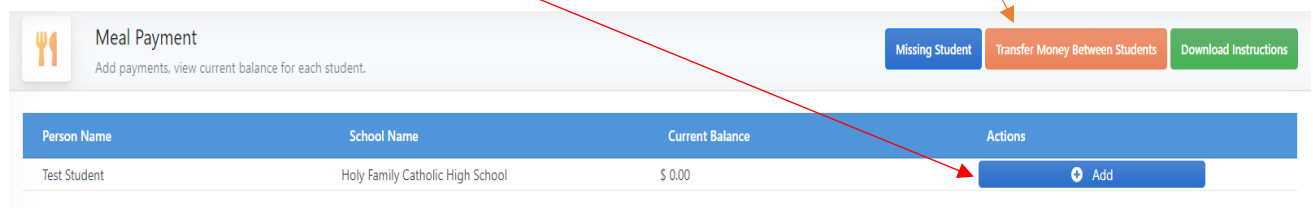
3. Follow the prompts on the screen to add your credit/debit card. For safety and security, the only numbers saved on the site are the last four digits of the credit card.

Making a Payment

1. On the left side of the screen, click on **Meal Payment**.



2. Click on **Add**. If you have more than one student, make sure you choose the correct student's name. Each student will have their own account balance. However, you can choose to make one payment and then transfer money to your other child by clicking **Transfer Money Between Students** and following the prompts on the screen.



3. Follow the prompts on the screen to add the desired amount. You can choose an amount from the drop-down menu or click on the box next to Choose specific amount and enter the amount you want to add. You will be charged a 3.75% convenience fee (minimum of \$2.50).

Add Money

Payment Option: VISA-9231

Amount to Add: 50.00

Choose specific amount

Convenience Fee: \$ 2.50

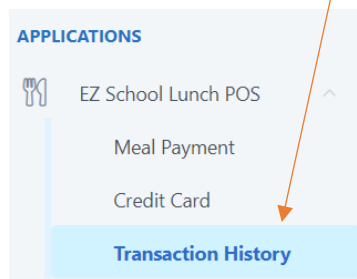
Total Amount: \$ 52.50

Add Amount **Cancel**

4. The credit card charge for these transactions will show as “EZ School Apps”, “EZ School Lunch” or “EZ School Payment” on your credit card statement. If you dispute this transaction a chargeback fee of \$15 may be imposed by the bank.

Viewing Transaction History

1. To view the history of all your transactions, click on **Transaction History** on the left. This will show both payments and purchases.



Other Important Notes

1. If you need any help, you can use the **Contact Support** link at the top of page or send an email to Jodi Smith at smithj@hfchs.org.