PaySchools Central - Quick Start Guide for Parents

1. Register

Visit payschoolscentral.com or download the mobile app.
Click Register and enter your name and your contact info.
Agree to the Terms & Conditions and click Register.

2. Activate Your Account

Check your email for the confirmation link (valid for 30 minutes).
If you cannot find the email, check your SPAM folder.
Create and confirm your password.

3. Set Security Questions

Choose and answer three questions for password recovery.

4. Add Your Student(s)

Enter each child's ID number and details.
Contact your school if a student appears inactive or if you need your student's ID number.

5. Add a Payment Method (optional)

Link a credit/debit card or bank account (ACH) for payments.

6. Set Notifications (optional)

Receive monthly meal account summaries by email.

7. Now Go To Dashboard

Make one-time payments or set Auto-Replenishment.
View messages, receipts, and scheduled payments.
Manage payment methods and view history.

8. Set Meal Restrictions

Add spending limits or block specific items.
You may also contact any of the following to set spending limits on your student's account:
Sunnie Caldwell - scaldwell@sabineisd.org
Cori Pyle - cpyle@sabineisd.org
Lisa Stewart - lstewart@sabineisd.org

9. Reset Password

Use Forgot Password on the login page.
Choose email or text verification.

Quick Tips:

- Keep your child's student ID number handy.
- Payments usually process within 24 hours.
- For help, contact your school office or visit payschoolscentral.com/support.