## Using School Café for Non-Cafeteria Items

Open a web browser and navigate to <u>https://schoolcafe.com</u>. If you already have an account, sign in with your credentials or Google/Microsoft account.

If you are creating a new account, select PA and Hempfield School District (not Hempfield Area) and click Go to My District

Need to cr	eate an account or contact us?
Select your State	.  School District HEMPFIELD SCHOOL DISTRICT
Reset	Go to My District

On the district page, select Create a New Account and then choose your account type. If you choose to log in with Google or Apple, you will be taken to the dashboard immediately. If you manually create your account, you will need to enter some info including your name, email, and a password.

G	Continue with Google
	By continuing, you agree to SchoolCafé's Terms & Conditions - Privacy Policy
Ć	Continue with Apple
	By continuing, you agree to SchoolCafé's Terms & Conditions - Privacy Policy
	(Parents: Please enter <b>your</b> name, not the student's)
💄 First N	Name
Last N	lame
🗡 Email	
C Phone	e Number

If your account is new, you will need to associate your students with it. Select Add a Student or continue to the steps below.

Adding a student requires their Student ID number, school they're attending and last name. After entering this information, you can search for them and verify their addition to your account.

Add a Student	
Student ID	
Student Identification Number - This ID is your Student Information S	system Student ID.
School	~
Last Name	
Cancel	Search & Verify

## From the main dashboard, select Shop Campus Store:

≡ school <b>caf</b> ë			🔺 📫 🚣 🛪 :
Welcome, Mike! HEMPFIELD SCHOOL DISTRICT	Dashboard		
Dashboard	Manage your student accounts, apply for fre	ee or reduce benefits, and more!	
Payments ~	Apply for Benefits	Make a Payment	n Shop Campus Store
Payment Info	Apply for Free or Reduced Benefits	Add money to your cafeteria accounts.	Purchase items or pay for other school expenses
Benefits V			
V Apply	🚢 Student		

## Select the item you wish to purchase under your student's name and then click Checkout:

≡ school <i>café</i>		🛓 🗗 🎤 💁 🛪 🗄
Welcome, Mike! HEMPFIELD SCHOOL DISTRICT	Make a Payment	
Dashboard	Add money to your child's food service account or purchase items from your school district.	
Payments ~	Click here to learn about your district's payment guidelines.	
Payment Info	Campus Store     2 Review & Submit	3 Confirmation
Apply Eligibility Info Verification Response	Campus Store Conveniently purchase directly from your child's campus, or make donations to school funds. Note: The Campus Store payment subtotal amount should be between <b>\$0.01</b> and <b>\$500.00</b> .	
Menus V School Menus	Parking Pass (Student parking pass for HHS)	\$60.00
Polis		Subtotal : \$60.00
1 Support	Make Cafete	ria Payment Checkout >

## Enter a payment method if needed and click Submit:

≡ school <i>cafĕ</i>		± ⊂ <sup>0</sup> ♠° <u>♦</u> ¾ :
Welcome, Mike! HEMPFIELD SCHOOL DISTRICT	Make a Payment	
Dashboard Payments	Add money to your child's food service account or purchase items from your school district.	
Make a Payment	Click here to learn about your district's payment guidelines.	
Payment Info Benefits	Campus Store     2 Review & Submit	3 Confirmation
I Apply	≔ Payment Summary	Payment Source
<ul> <li>Eligibility Info</li> <li>Verification Response</li> </ul>	Dedice Deer (Obsiderbergide even for 1910)	Add a New Card
Menus V	Parking Pass (Student parking pass for HHS)	
🔀 School Menus	Grand Total: \$60.00	
My Favorites		
1. Polls	< Previous	Submit, Z
Support		Cubinity