**Step 1:** Visit [MyPaymentsPlus.com](https://www.MyPaymentsPlus.com) and click Register Now.

**Step 2:** Select your state and then find your school district in the dropdown menu.

**Step 3:** Enter your first and last name along with your email address. Create a password that is at least seven characters and includes at least one number. Double-check that everything is accurate before continuing to the next step.
Step 4: Select the option that represents you best: parent/guardian, student, staff member, or guest. Click Next after making the appropriate selection.
**Step 5**: Add students to your new account. If you do not know your students' ID numbers, you may skip this step and come back later.

**Step 6**: Once you have added your students to the account, click Done.

Congratulations! You are now ready to use MyPaymentsPlus.