

# Food and Nutrition Services Pre-Paid Account Information

Anne Arundel County Public Schools (AACPS), Food and Nutrition Services, offers you the convenience of **pre-paying** for **purchases**. Students may purchase both meals and a la carte items with pre-paid accounts. Parent/Guardian may designate meals only when using MyPaymentsPlus. **Important: To allow only meals to be purchased with this account, please complete the slip below and return it to your child's school Cafeteria Manager.**

## How does the Pre-Paid Account system work?

- Students deposit money on account with cash and/or check and access it with their Student Identification Number or PIN
- Students bring purchases to register, enter confidential PIN, and transaction is completed
- If funds are not sufficient to cover purchase, cash and/or a check deposit may be submitted
- Parents may deposit money on account through MyPaymentsPlus

## What are the advantages of a Pre-Paid Account?

- Eliminates the need for students to carry money to school every day
- Provides faster service to students, allowing more time for dining
- Provides an account history of student purchases

## Where may I obtain my child's Student Identification Number or PIN?

- If your child has previously had a Food and Nutrition Services pre-paid account, they may already know this number
- The Student Identification Number or PIN may be found on your child's AACPS report card or obtained from your school office.
- It is the same number used for computer lab and the media center

## How do I establish a Pre-Paid Account?

- Payments may be made to the account with cash or check made payable to the name of the school cafeteria
- Include name and address of payee, student's name, and PIN on check
- Submit payment to Cafeteria Manager. Funds are immediately available upon submission of payment
- Households with more than one child at the school may send one check or a single cash payment if the amounts to be placed on each child's account is designated. Accounts may not be shared between children

## May I check my child's account balance?

**Yes.** Access MyPaymentsPlus website @ [www.MyPaymentsPlus.com](http://www.MyPaymentsPlus.com).

## What happens to the account if my child transfers or withdraws from the school?

- Funds will transfer with students to other Anne Arundel County Public Schools
- Upon request from the Parent/Guardian, the Cafeteria Manager will refund the balance of money on the account if the student withdraws

## What happens to money remaining on account at the end of the school year?

- Monies remain on account and are carried forward to the new school year
- Refunds for withdrawing and graduating students will be completed at the school restaurant (cash register) upon request
- Balances that remain on account after withdrawal/graduation will be available for refunds up to one calendar year after withdrawal/graduation. After such time, all monies remaining on account will revert back to AACPS in support of School Breakfast and Lunch Programs

## What are the current meal prices?

This information is available at the following locations:

AACPS Website  
Elementary School Menu  
School Office  
Food and Nutrition Services Office

If you have questions, contact Food and Nutrition Services at 410-222-5900.

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**Allow Only Meal Purchases from Pre-Paid Account / Complete and Return to Cafeteria Manager**

**School:** \_\_\_\_\_

**Grade:** \_\_\_\_\_

**Student:** \_\_\_\_\_

**Student Identification # (PIN#)** \_\_\_\_\_

**Parent/Guardian Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_