How to Create a MyPaymentsPlus Account

1. Go to www.mypaymentsplus.com: ✓ click on "Register Now"	
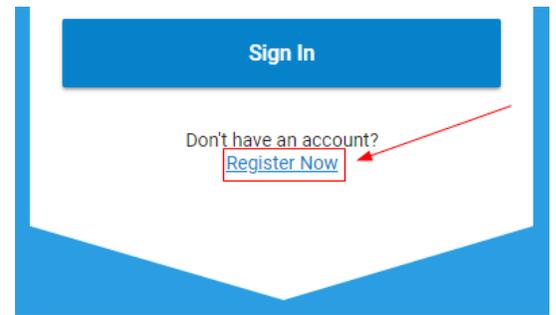
2. Create your profile:
   ✓ Select "GA" as your state and "Gwinnett County Public Schools" as your institution in the dropdown. Enter your first and last name (You will add students at a later step.)
   ✓ Enter an active e-mail address. It's important to enter a correct address so that you can receive e-mail reminders, username/password information, and payment confirmations
   ✓ Create a password
      • *Write down your email and password. You will need them to sign onto MyPaymentPlus.*
   ✓ Click Register	

3. Choose your relationship:
   ✓ Parent or Guardian
   ✓ Click Next	

4. Add student(s) to your account:
    - ✓ Enter your child's student ID number and last name
    - • *If your child's last name has a suffix, please keep this in mind when entering the last name. Ex. "Smith Jr." "Smith IV" "Smith-Arnold"*
    - ✓ Then Click "Add Students"

    Add Student →

    - • *If you wish to add another student, repeat step again.*

    - ✓ When done adding student(s), please click "Done"

    Done

Add Student(s) to Your Account

Adding your students(s) from **Gwinnett County Public Schools** will allow you to manage meal acc track meal purchases, pay for school expenses and more.

Student ID *

Where to find Student ID?

Student Last Name *
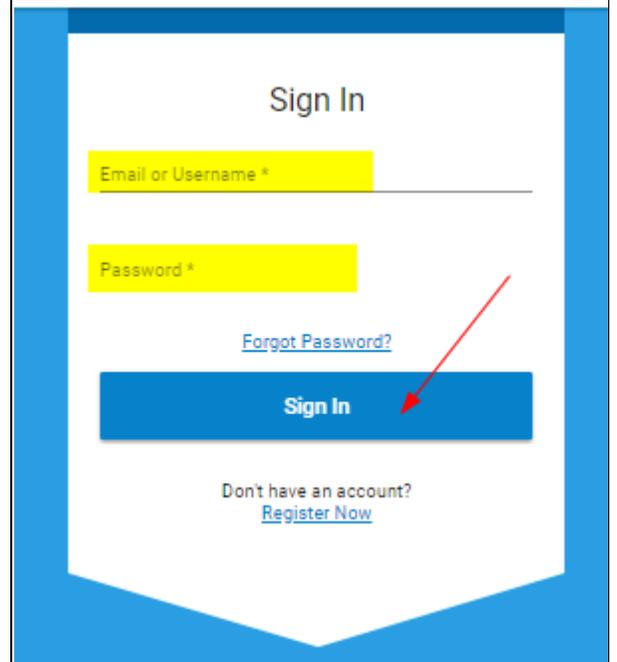
Add Student →

Change School District

My Students

There are 0 students on your account.

Skip for Now

5. Your registration is complete!
    - ✓ You may now go back to the home page, enter your username and password to begin using MyPaymentsPlus.

Sign In

Email or Username *

Password *

Forgot Password?

Sign In →

Don't have an account?
Register Now

For video link go to https://vimeo.com/345028817 to see a brief tutorial with this instructions