How to Create a MyPaymentsPlus Account
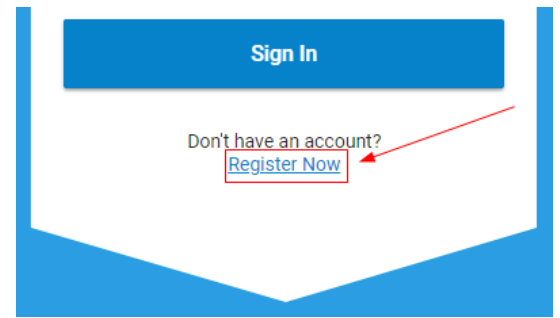
1. Go to www.mypaymentsplus.com: ✓ click on "Register Now"	

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.

My Students

Student ID *

Where to find Student ID?

There are 0 students on your account.

Student Last Name *

Add Student

Change School District

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