

Dear MyPaymentsPlus User,

We are pleased to announce that MyPaymentsPlus users at Gwinnett County Public Schools will now have the ability to transfer funds between your students, on your own, within your MyPaymentsPlus account. This feature will come in handy especially if you have a graduating senior and wish to transfer their balance to your other student(s).

Completing a balance transfer is easy!

Step 1.) Click the "Transfer" button to the right of your student's name

Cafeteria Account Payments Refresh

Kaley smith as of 5/13/2020	Pending*	Pending Transfer	Balance	Payment	
Cafeteria - Cafeteria account for meal purchases	\$0.00	\$0.00	\$52.50	0.00	Transfer
Madison smith as of 5/13/2020	Pending*	Pending Transfer	Balance	Payment	
Cafeteria - Cafeteria account for meal purchases	\$0.00	\$0.00	\$18.00	0.00	Transfer

Step 2.) Select the account you wish to transfer from in the top drop-down and select the account you wish to receive the transfer on the bottom drop-down.

Step 3.) Enter the amount you wish to transfer in the space provided and then click "Request Transfer".

Account Balance Transfer

From:

To:

Transfer Amount

Transferred funds will be adjusted same-day and you will be able to view your transfer history by clicking "Manage Account" and then "Balance Transfer History."

We hope you enjoy this new feature! If you have any questions, feel free to reach out to our MyPaymentsPlus Support Team via Live Chat on our website during business hours, via email at: support@mypaymentsplus.com or via phone at: 877.237.0946

Best Regards,

The MyPaymentsPlus Team

Cómo hacer transferencias de saldo en *MyPaymentsPlus*

Este servicio puede ser útil, especialmente si usted tiene un estudiante de último año que se gradúa y desea transferir su saldo a otro de sus estudiantes.

Paso 1.) Haga clic en donde dice "*Transfer*" al lado derecho del nombre de su estudiante

Cafeteria Account Payments

Refresh

Kaley smith as of 5/13/2020	Pending*	Pending Transfer	Balance	Payment	
Cafeteria -Cafeteria account for meal purchases	\$0.00	\$0.00	\$52.50	0.00	Transfer
Madison smith as of 5/13/2020	Pending*	Pending Transfer	Balance	Payment	
Cafeteria -Cafeteria account for meal purchases	\$0.00	\$0.00	\$18.00	0.00	Transfer

Paso 2.) En el menú desplegable bajo "*from*", seleccione la cuenta desde la que desea transferir el dinero. Luego, en el menú desplegable bajo "*to*", seleccione la cuenta del estudiante que desea que reciba la transferencia.

Account Balance Transfer

From:

Kaley smith - Cafeteria \$52.50

To:

Madison smith - Cafeteria \$18.00

Transfer Amount 52.50

Request Transfer

Paso 3.) En la casilla disponible, ingrese la cantidad de dinero que usted desea transferir y luego haga clic en "*Request Transfer*".

Account Balance Transfer

From:

Kaley smith - Cafeteria \$52.50

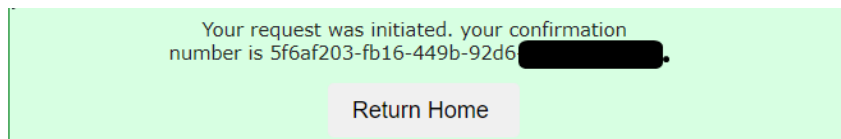
To:

Madison smith - Cafeteria \$18.00

Transfer Amount 52.50

Request Transfer

Step 4.) A continuación, usted verá la siguiente imagen con su número de confirmación, lo cual indica que ha terminado la transferencia de saldo.



La transacción quedará hecha el mismo día y usted podrá ver su historial de transferencias al hacer clic en "Manage Account" y luego clic en "Balance Transfer History."

Esperamos que este nuevo servicio le sea de gran ayuda.

