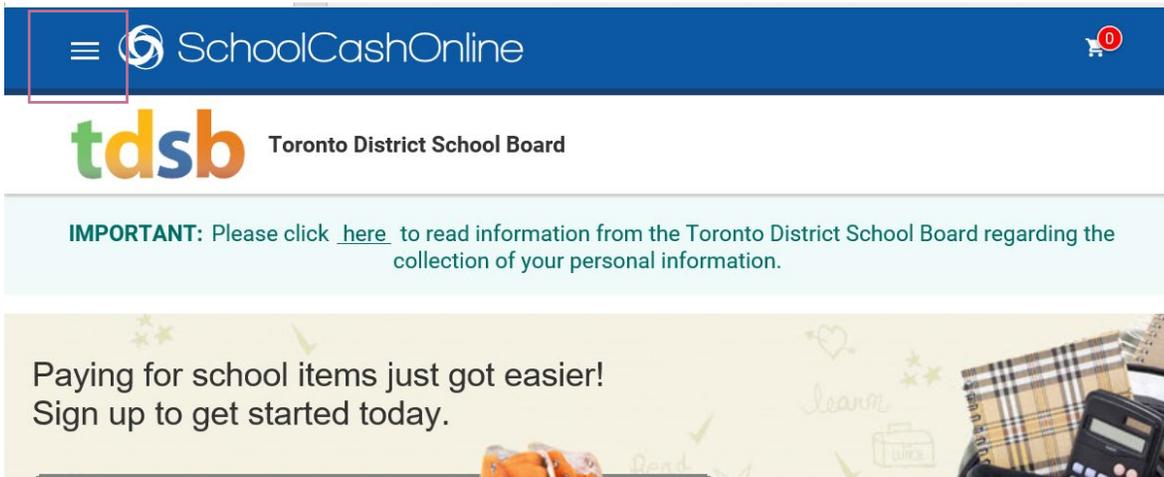




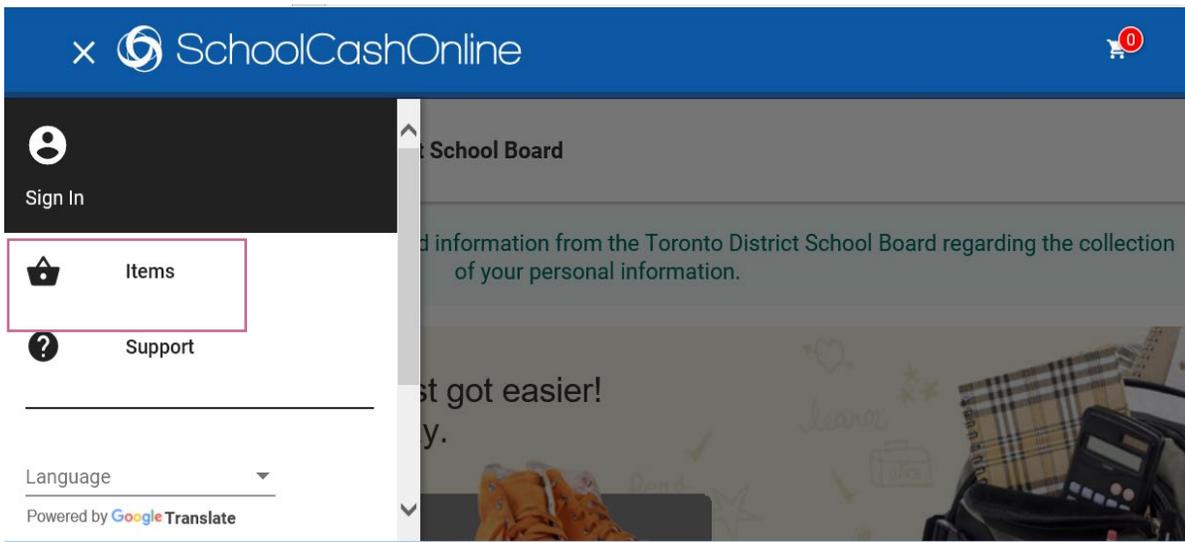
# TDSB Online Donations Module

## STEP-BY-STEP INSTRUCTIONS:

- 1) Visit <https://tdsb.schoolcashonline.com/> to make online donations.
- 2) Click on the "MENU" icon.



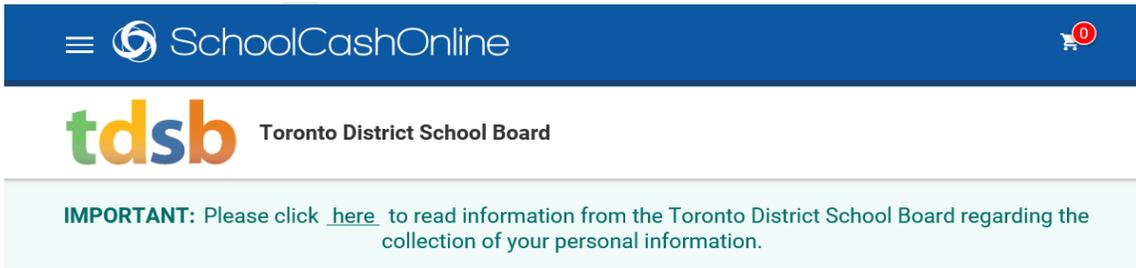
- 3) Click on "ITEMS".





# TDSB Online Donations Module

4) Click on the “MAKE A DONATION” button on the page (top right).



Home > Items

## Items

5) Enter the donation amount under “**Gift Information**” and choose the school you wish to donate to by clicking the “**Fund Destination**” drop down menu. **\*\*\*Please note that these donations are intended for TDSB internal fundraising purposes only, and are not intended for redistribution to other charitable organizations.\*\*\***

of payment method chosen. Thank you for your generous donation to the TDSB.

**Gift Information**

I would like to make a donation of:  \$20  \$50  \$100  \$250  \$500  \$1000 Other Amount:

Fund Destination:

**Tribute Information**

This gift is:

**Message to School**

Message: (Optional)

**Tax Receipt**





## TDSB Online Donations Module

- 6) If the funds are designated for a specific purpose, please indicate the purpose under the “Message field” in the “**Message to School Board**”.

Message to School Board

Message: *(Optional)* Richview Collegiate Artificial Turf Fundraiser

Tax Receipt

- 7) Click “**Add to Cart**” at the bottom of the screen.
- 8) Review the items outlined in your cart. You may make donations to multiple schools in one transaction by clicking “**Select more items**”. Once you are ready to proceed to checkout, click “**Continue**” at the bottom of the checkout screen.

SchoolCashOnline

**tdsb** Toronto District School Board

**IMPORTANT:** Please click [here](#) to read information from the Toronto District School Board regarding the collection of your personal information.

[Home](#) > [Checkout](#)

### What's In Your Cart?

Toronto District School Board

Item Name	Qty	Price	
Board Donation - Richview Collegiate Institute (1071)	1	\$20.00	Edit   Remove

**Total** \$20.00 CAD

Select More Items Continue





## TDSB Online Donations Module

- 9) Select Sign In (if you are a registered School Cash Online user) or Guest Checkout (if you have not registered) before proceeding to the payment page.

\*Using Guest Checkout will limit the features you can access. For example: Additional payment methods; payment history; student specific items and installments. If you are or would like to be a new user, please click the hyperlink beneath the Sign In button, "**Click here to register now**" and follow the registration prompts.

The screenshot shows the SchoolCashOnline interface. At the top is a blue navigation bar with the SchoolCashOnline logo and a shopping cart icon with a red '1' notification. Below this is the TDSB logo and name. A light green banner contains an important notice about personal information. The main content area is split into two columns. The left column is titled 'Sign In' and contains input fields for Email and Password, a 'Forgot your password?' link, a 'Remember me?' checkbox, and a dark blue 'Sign In' button. Below the button is the text 'New to School Cash Online?' and a link 'Click here to register now' with a red arrow pointing to it. The right column is titled 'Guest Checkout' and contains a list of features that will not be available: Additional Payment Methods (credit card only), Payment History, Student Specific Items, and Installments. At the bottom of this column is a link 'Continue as guest >'.

- 10) Once you have completed the registration and checkout process, you will receive a copy of the donation receipt via email. The donation will be made in the name of the School Cash Online account holder.

