

# Stafford Township Schools Pre-K & Kindergarten

## How To Pre-Order Your Child's Meal the bytes behind every bite.

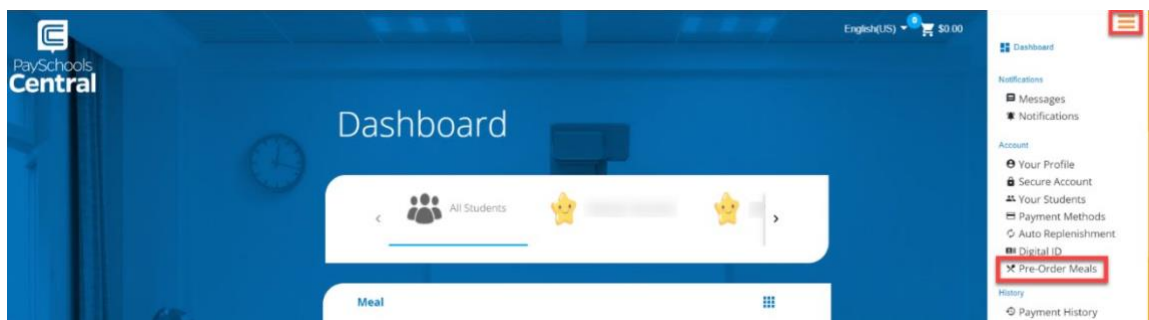


### Pre-Order / myMealOrder

The PaySchools pre-order system, powered by myMealOrder makes pre-ordering meals quick, easy, and secure. With our preorder system, you can plan and pay for your child's meals several days in advance. Please note, if your district doesn't offer preorder, this feature may not be available in your PaySchools Central Menu.

#### Getting to myMealOrder

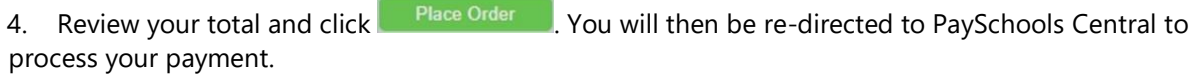
1. To access your preorder account, first log into your PaySchools Central account by going to [www.payschoolscentral.com](http://www.payschoolscentral.com). If you have not yet registered, click **REGISTER** to set up your account.
2. Open the Menu on the right-hand side of the screen by clicking the hamburger icon, click "PreOrder Meals," and you will be directed to myMealOrder's website. You will not need to register nor sign in to myMealOrder as all of your account and students' information will have already been transferred.



3. Choose meals/items for each student for the days you wish to pre-order for. Once your items have been added to your cart, click **Checkout** as pictured below.



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5. Select your payment method, click . Review your totals and check the terms and conditions box to agree and then click  to process your preorder selections and payment.



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The image displays two side-by-side screenshots of the PaySchools Central 2.0 web application. The left screenshot shows the 'Cart' section with a table of items in the cart list, including 'Preorder Meal' for \$5.00 and \$0.00. Below the table is a 'Checkout' section with a 'Payment Method' dropdown set to 'My CC' and a 'CONTINUE' button. The right screenshot shows the 'Totals' section with a 'Sub Total' of \$5, an 'Internet Convenience Fee' of \$1.95, and a 'Total Amount Due' of \$6.95. It also includes a checkbox for terms and conditions, a 'Credit Card Processing terms and conditions' dropdown, and a 'MAKE PAYMENT' button.

| ITEM NAME     | DESCRIPTION      | AMOUNT  | DISCOUNT | REMOVE |
|---------------|------------------|---------|----------|--------|
| (370170)      |                  |         |          |        |
| Preorder Meal | Patron: (370170) | \$ 5.00 |          |        |
| Preorder Meal | Patron: (370171) | \$ 0.00 |          |        |

Cart Amount: \$5.00

Payment Method: My CC

CONTINUE

[Return To Dashboard](#)

**Totals**

Sub Total: \$5

Internet Convenience Fee: \$1.95

Total Amount Due: \$6.95

☒ By Checking this checkbox, I agree to the terms and conditions.

Credit Card Processing terms and conditions

MAKE PAYMENT

6. Make sure not refresh your screen while the payment processes. Once you have processed your payment in PaySchools Central 2.0 account, you will receive an email receipt as well as a message with order details in your PaySchools Central Account.

The image shows a 'Success' message screen with a blue background. It says 'Thank you for your payment of \$5.00. A copy of your receipt has been emailed to you.' and includes a 'RETURN TO DASHBOARD' button.

**Success**

Thank you for your payment of \$5.00. A copy of your receipt has been emailed to you.

RETURN TO DASHBOARD

Need help with myMealOrder or PaySchools Central? Contact us for support and more information.

PaySchools Central Parent Support  
1-877-393-6628  
[psc\\_help@payschools.co](mailto:psc_help@payschools.co)