



# SUGARLOAF

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## SCHOOL

**Kelley Lanier**  
Assistant Principal

**Rebecca  
Palomino**  
School Counselor

**Shana Yoest**  
Office Manager

December 18, 2015

Hello Parents and Guardians,

As of January 18, 2015 we will no longer be excepting cash for day care payments. We accept checks, money orders and Visa/Master cards. You can also make payments on line <http://osp.osmsinc.com/Monroefl>.

For any further question, please call Bonnie Osbun in day care. 305-745-3282 ext. 50398



## Online payment for School Daycare

Credit and Debit cards accepted



Are you tired of stopping to get a money order or making sure you have a check to pay for School Daycare?

Are you tired of wondering what the balance on your student's account is?

Would you rather make a payment anytime from the comfort of your own home and know it was the right amount?

If you answered yes to any of these questions, please visit our new payment site where you can now pay your student's School Daycare fees by debit or credit card online using a web browser from any location, 24 hours a day for just **\$1.00!**

<http://osp.osmsinc.com/Monroefl>



## Click on SIGN IN

That will take you to the sign in screen where you can create a \*NEW\* account.

After creating your account click on Student Profile



## Click Add Student Profile

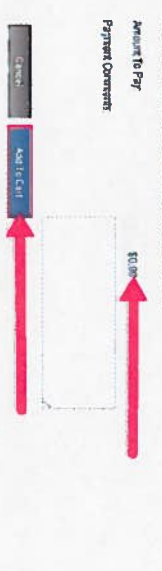
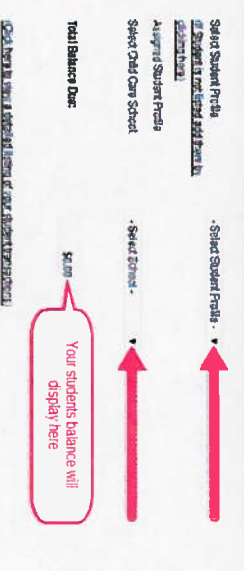
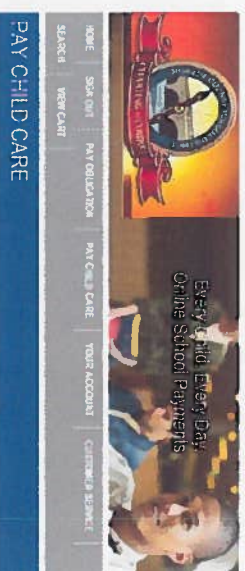


You MUST use the Student ID that is issued by Monroe County Schools. Enter the Student information and click on Save Changes.

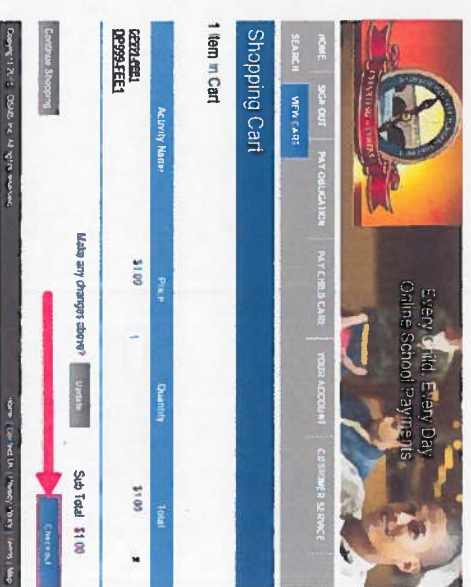


## Click on PAY CHILD CARE

1. Use the drop downs to select your student and School.
2. Enter the amount you would like to pay and any payment comments.
3. Click Add to Cart.



## Click on Check Out



This will bring you to our 4 step checkout process:

1. Assigning your student profile to the payment.
2. Entering your billing address.
3. Entering your credit card information. (We do not store it)
4. Agreeing to our terms of service.

You will get an emailed receipt once the payment has processed. Your students balance is automatically updated.

Please contact your school directly with any questions or concerns.