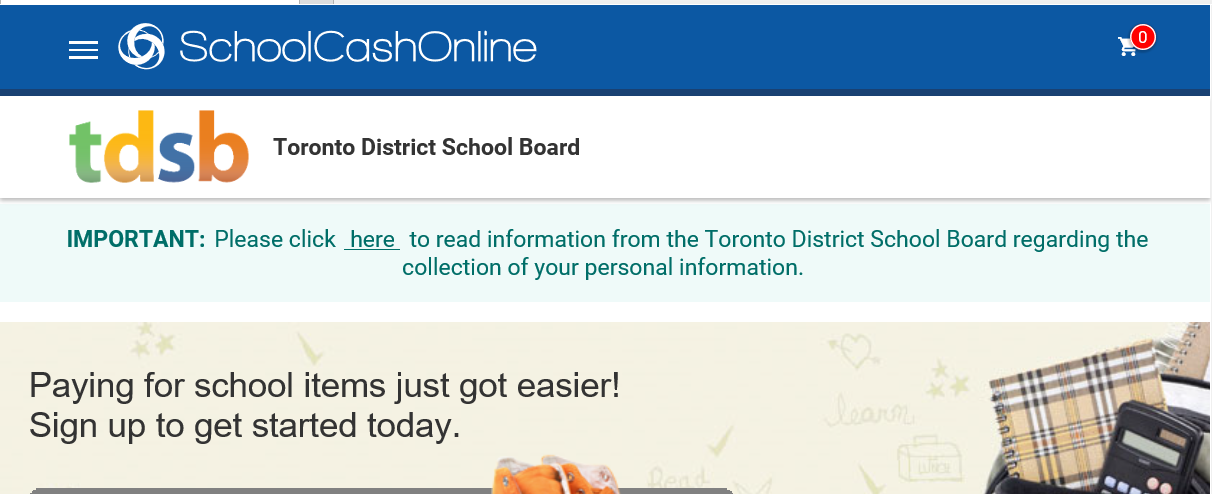
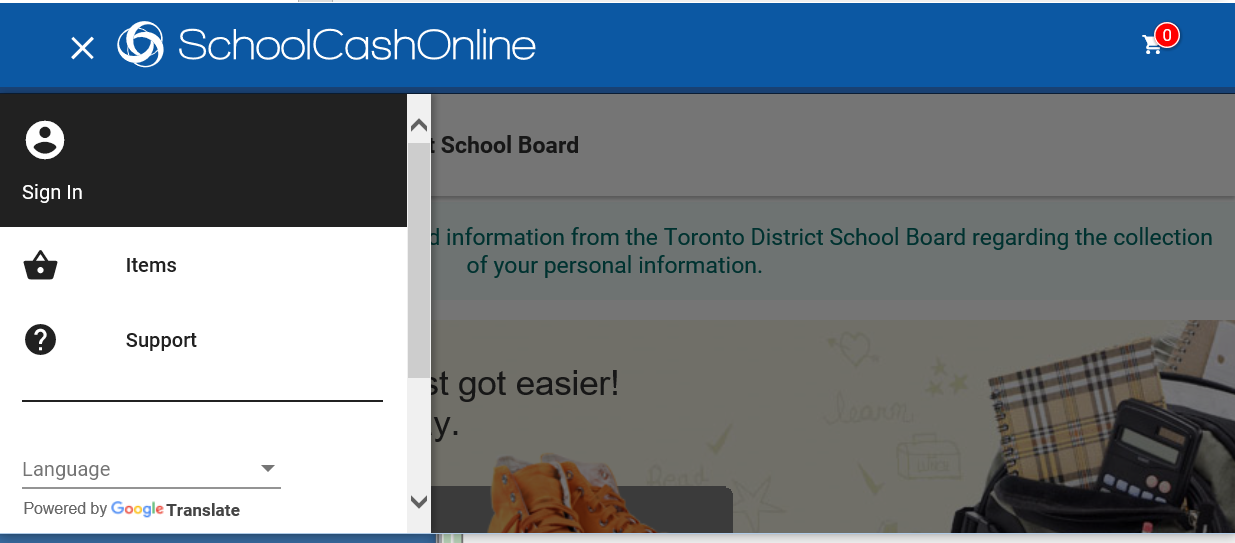
**STEP-BY-STEP INSTRUCTIONS:**

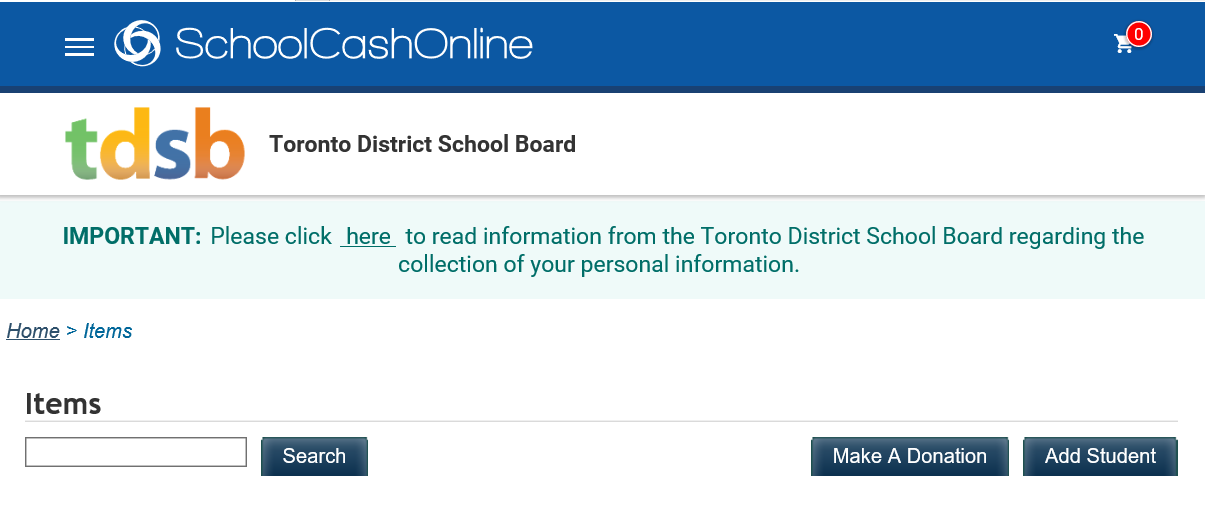
1. Visit[**https://tdsb.schoolcashonline.com/**](https://tdsb.schoolcashonline.com/)to make online donations.
2. Click on the “**MENU**” icon.



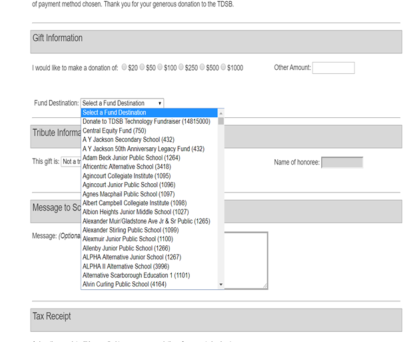
1. Click on “**ITEMS**”.



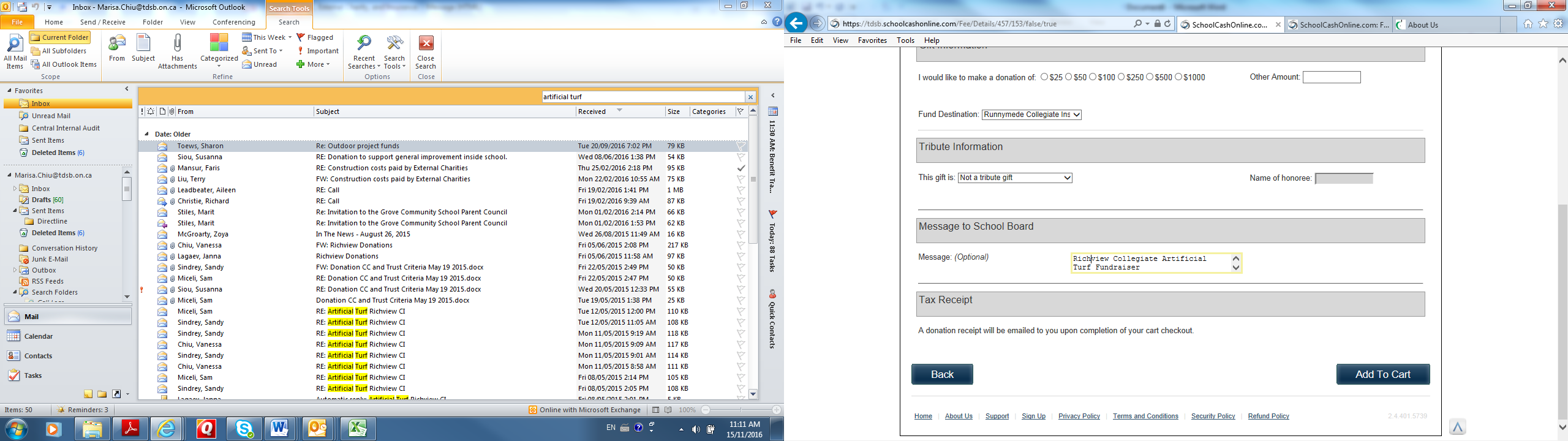
4) Click on the “**MAKE A DONATION**” button on the page (top right).



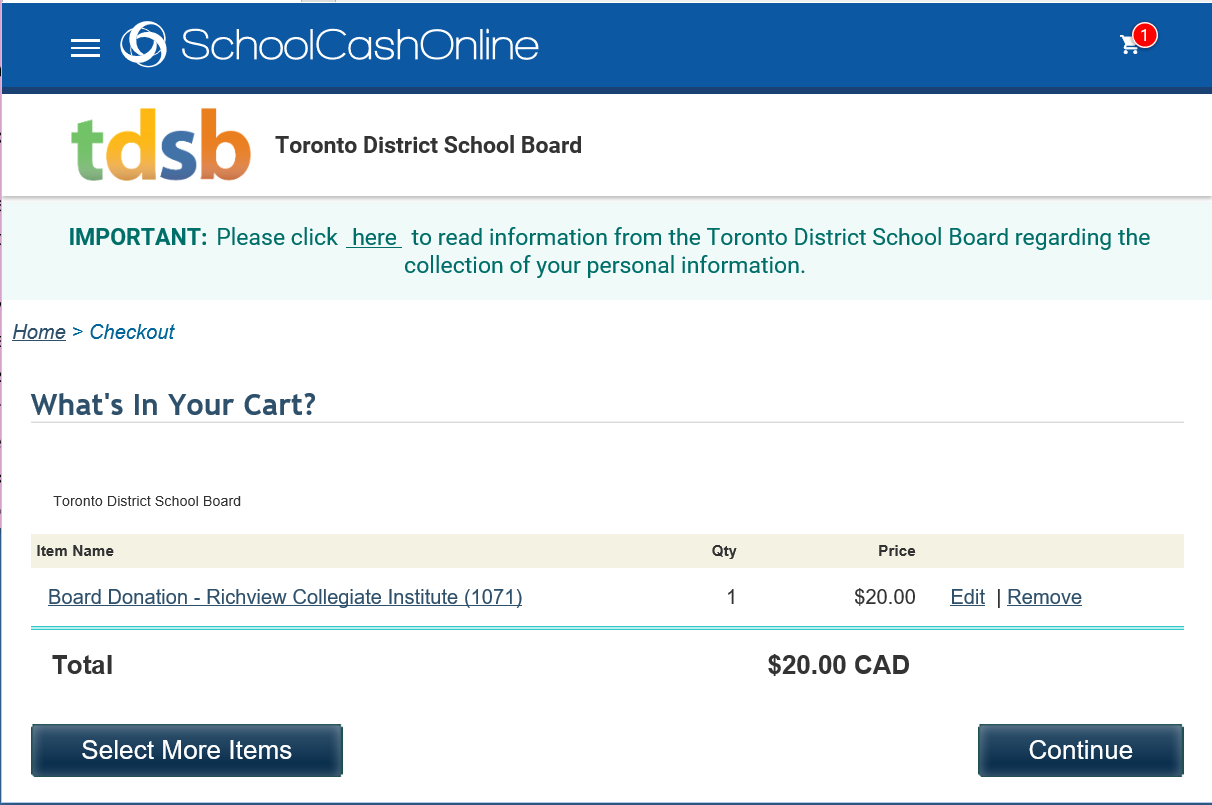
1. Enter the donation amount under “**Gift Information**” and choose the school you wish to donate to by clicking the “**Fund Destination**” drop down menu. **\*\*\*Please note that these donations are intended for TDSB internal fundraising purposes only, and are not intended for redistribution to other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



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

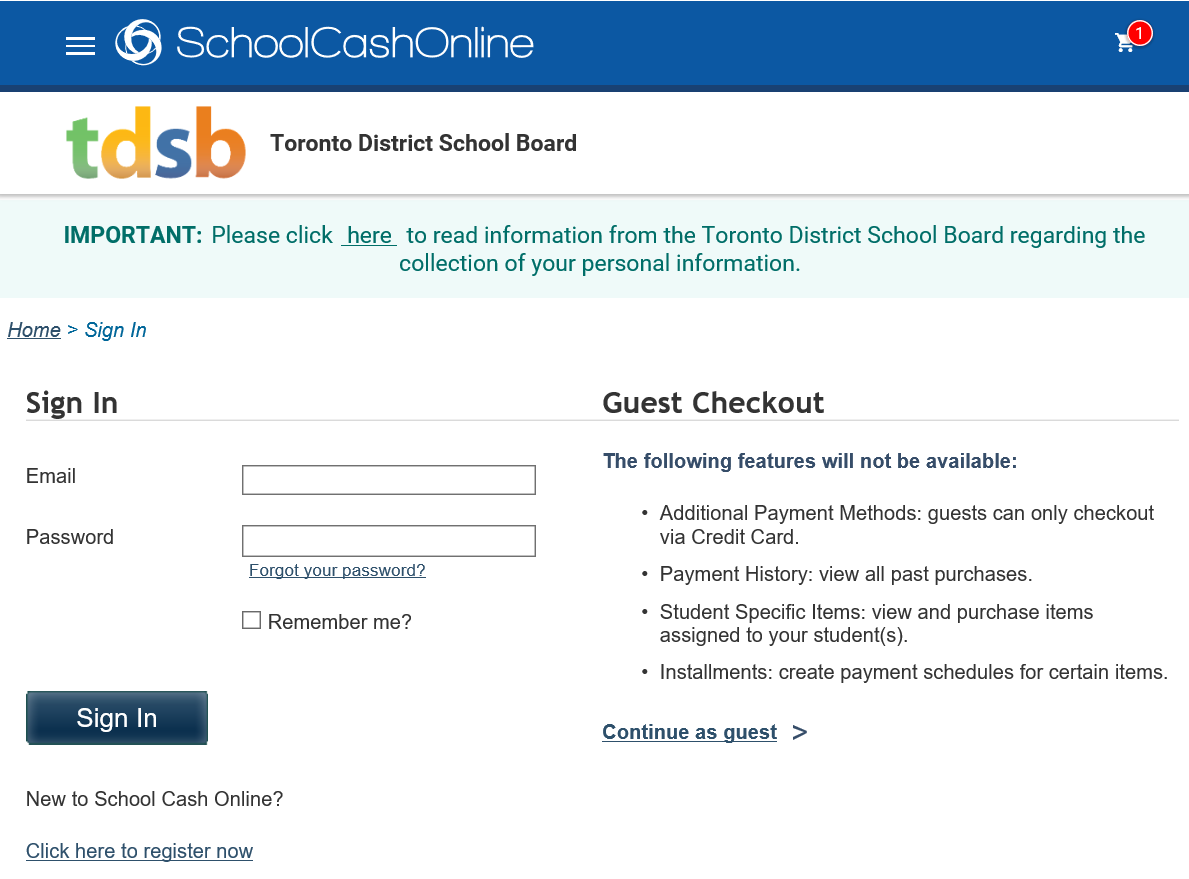


1. Click “**Add to Cart**” at the bottom of the screen.
2. Review the items outlined in your cart. You may make donations to multiple schools in one transaction by clicking “**Select more items**”. Once you are ready to proceed to checkout, click “**Continue**” at the bottom of the checkout screen.



1. 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.



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.