

Pre-pay for School Meals at www.PayPAMS.com



PAYPAMS

Parent Account Management System BY PAMS lunchroom

Money goes directly into child's account.
No more lost money!



MY ACCOUNT SETTINGS	ABOUT PAMS	HELP			
Pay Now	Account Balance	Automatic Payments	Email Notification	Cafeteria Purchases	View Menu
Pay for your child's meals from the convenience of your home or office 24/7	View your child's meal account balance	Schedule automatic payments based on account balance	Receive low balance email reminders	View a report of daily spending and cafeteria purchases	View the menu of your school's cafeteria

Current Users:

Tips for the beginning of the school year:

1. Login to the site **at least one week before the beginning of the school year**. Check that your credit/debit card on file has not expired, your email address is updated, and that your automatic payment plan's stop date has not expired.

2. Forgot Password:

If you previously registered with PayPAMS but forgot your password, click on the [Forgot Password](#) link on the home page of PayPAMS.com. If you were unable to retrieve the password through the Forgot Password link, contact customer support from the 'Contact Us' page. **Do not register again.** Note: passwords are case sensitive.



3. **Balance Transfer from Year to Year:** Any remaining student meal account balance will automatically transfer to the next school year.

Important note: If your child moved from one school to another within the same school district, it may take a day or two from the beginning of the school year to transfer the remaining balance from the old school to the new school. During that time period, the balance on PayPAMS may show as \$0.00. If you are not sure if your child's account had remaining balance from the previous school year, we recommend you make a payment.

4. **Refunds:** PayPAMS processes refunds only for the exact payment amount. If the student has already used some of the money, or has graduated, please contact the school district.

5. **Moved to a different school district:** If you moved to a different school district you can keep the same username and password information. Login to your account, go to Help/Contact Us and select subject 'Moved from District'. Do not register again. Note: PAMS cannot transfer money from one school district to another. Contact your previous school district for refunds.

New Users:

Register Now:

1. Go to PayPAMS.com and click on the **'Register Now!'** button on the home page.
2. Select your **state**, then select your **school district**.
3. Create a **username** and **password** and enter your **contact information**.
4. **Add children** to your account.
5. **Make payments** or **set up automatic payments** based on low balance.

Helpful Tips

when Registering:

1. **Username:** Create a unique username. If the system indicates that the username is taken, select a different username.
2. **Duplicate Accounts:** If the system indicates that an account already exists with the same phone number or email address, contact customer support from the 'Contact Us' page.
3. **Meal Account Balance and Cafeteria Purchases:** It takes 1-2 school days before balances and cafeteria purchases information for new registrants can be displayed. However, you can make payments immediately upon registration. If you cannot view balances two days after you added the student to the account, contact customer support from the 'Contact Us' page.