

PaySchools Central System Information

PaySchools Central is a secure web-based payment system through which you can make deposits to your son's Brother Martin debit account at any time. There is an Internet convenience fee of 5.75% for credit card use, and for ACH (Automated Check Handling) transactions there is a flat \$1.95 fee per transaction. Those fees go directly to PaySchools and do not in any way benefit Brother Martin.

Although the system is available 24 hours per day and 7 days per week, a PaySchools Central transaction can take up to one hour to become active in the Brother Martin system; therefore, you should take that time into consideration when you are adding funds to your son's account. Also, please understand that your son can make a deposit to his account at the Brother Martin Bookstore by cash, check, or credit card, and there is no fee attached to that deposit. Bookstore deposits are immediately reflected in your son's account.

Another feature of PaySchools Central that you may find valuable is the ability to print out a report of your son's daily food services transactions, as well as the ability to view his account balance. In fact, you can tailor your PaySchools Central account to send an email to you when your son's balance falls to a certain amount, an amount that is determined by you. If you have multiple sons attending Brother Martin, then you can create one account to monitor all of your children's food service activities.

In order to access PaySchools Central, you should log on to <https://www.payschoolscentral.com/#/user/login> (or you can access the PaySchools Central link at any time from the Brother Martin Quick Links). There is also a PaySchools Mobile smartphone app for [iOS](#) and Android. You must register for an account and include your son's information before using the system. Please have your son's school I.D. number available in order to complete the registration process. The prompts will guide you through the process of establishing an account.

We certainly want to hear from you if you experience any difficulty with the system (finance@brothermartin.com), but there is also PaySchools support staff who can assist with any challenges you may be having. Again, this agreement between PaySchools and Brother Martin High School is purely a convenience for your family.