

To pay your child's fees at American Academy, you need to have a MySchoolBucks account. Go to [www.myschoolbucks.com](http://www.myschoolbucks.com). If you have an account, log in. If you do not have an account, click on [Sign up today!](#)

Log In to Your Account

Username / Email

Password

Remember Me

Log In

[Forgot your username or password?](#)

Don't have an account? [Sign up today!](#)

After creating a parent account in MSB, you need to attach your children to your account. This will allow you to pay school fees as well as add funds to your child's meal account.

To add a child to your account:

Log in to MySchoolBucks and then click the blue silhouette in the upper right hand corner and choose My Students.

MY SCHOOL BUCKS

HOME MEAL ACCOUNTS SCHOOL STORE

Welcome to the Douglas County School District RE1 Payments Portal

School Fees - For student fee questions: web store purchases, invoices, and refunds contact your school directly.

Meal Accounts Only - For lunch account related questions: purchases, refunds, and balance transfers email Paula.Wilson@dcsdk12.org. For Free and Reduced email Susan.Babineau@dcsdk12.org.

Website/Technical Difficulties - For technical difficulties call MySchoolBucks customer service at 1-855-832-5226.

- My User Profile
- My Students
- AutoPay Settings
- My Order History
- My Billing Accounts
- Email History
- User Log
- Log Out

After clicking My Students, click on **Add Student** and fill out the following:

Add Student

To add a student to your account please enter their name and identifying information.

Douglas County School District RE1

- Select School -

Note: If your child attends school in a different school district please use the district selector at the top of the page to switch.

First Name

Last Name

One of the following is required to validate your student

Birthdate (mm/dd/yyyy)

- or -

Student #

Don't have your child's student ID?

Cancel Find Student

Once you have filled in the information to the left, click the Find Students button. You will confirm that you want to add the selected student, then you are done!! You will now see item's in your child's school store and be able to add funds to your child's cafeteria account.

Still having trouble? Call MSB Parent support at 1-855-832-5226 Mon-Fri: 7am – 7pm Eastern