# FAQ - SCMOQ and CASPA



### 1. What is MySchoolWallet?

MySchoolWallet is a Mobile Payment App that enables schools to accept mobile payments from families with ease. MySchoolWallet app accepts payment via Check (ACH), Credit and Debit cards. MySchoolWallet is the payment application of choice for the Archdiocese of Baltimore Catholic Schools.

#### 2. What is the benefit to Parents & Families?

MySchoolWallet enables families to make fast and easy payments for infrequent expenses. With just a few taps, they can eliminate the need to remember to get a paper check to the school office or the CASPA mailbox. Families receive confirmation of a secure payment right in the app and have access to their personal payment history at a tap of the screen.

## 3. How easy is set-up and use?

Once you download the app, it's a quick and easy process to enter in your information and intuitively proceed to making your first payment! Please be sure to add both The School of the Cathedral and CASPA (for The School of the Cathedral) as your schools within the app.

# 4. What is the difference between The School of Cathedral and CASPA (for The School of the Cathedral) in MySchoolWallet?

The School of the Cathedral and CASPA (for The School of the Cathedral) are set up as two separate entities within the MySchoolWallet application. Reminder that CASPA is our school's parents association that helps drive the school forward by sponsoring events and funding improvements to the school. When processing payments as requested by school administration, you should process payment to the School of Cathedral. Examples include yearbook orders, sports registration fees, field trip fees, technology and library fees. When processing payments for CASPA run events, you should process payment to CASPA. Examples include uniform bank, Chick Fil A days, and other CASPA related fundraisers/collections.