

Creating a Parent and Student Account

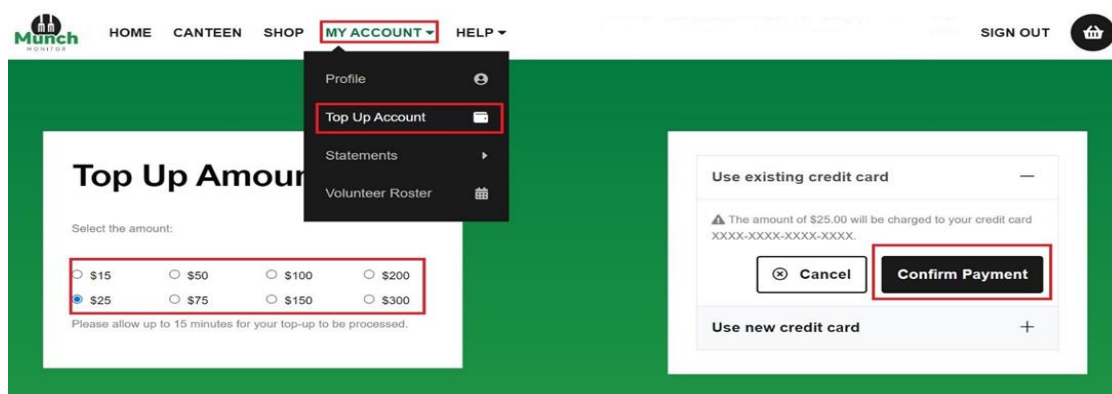
Step 1: Click on **Create Parent**.

Step 2: Enter in your details, then click **Save Changes**.

Step 3: Click on **Add Student**.


Step 4: Enter in Student details. Then click on **Create Student**

Topping up your account (only required if using **Snack Money Allowance Option**)



Step 1: Click on **My Account**, then **Top Up Account**.


Step 2: Select the amount you would like to top up with. Then **Use new credit card**.

 **Note:** If you have topped up before, you can select **Use existing credit card**.

MunchMonitor does not hold credit card details. We are PCI Compliant through the National Bank of Australia (NAB). Please refer to our PCI Compliance Policy for more information.

Step 3: Enter in your credit card details, then click **Confirm Payment**

Once your Top up has been processed your account balance will be updated and you will be sent a confirmation Top Up Email.

 **Note:** If you entered a top up reminder amount in your parent profile, an email will automatically be sent to you once your account has gone under the amount specified. MunchMonitor does not have an automatic top up feature.

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