

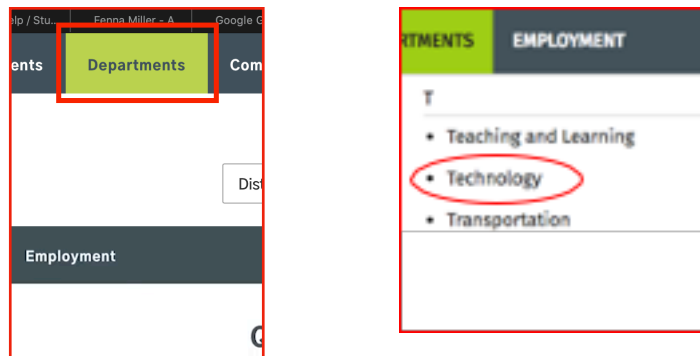
# My School Bucks Optional Student Insurance

This tutorial will help the parent/guardian to purchase “Optional Student Insurance” to cover their student’s GPISD issued mobile device from accidental damage. All students in grades PreK – 12<sup>th</sup> will be issued an iPad for their use in the classroom and at home. There are a few high school programs where some students may be issued both an iPad and a laptop.

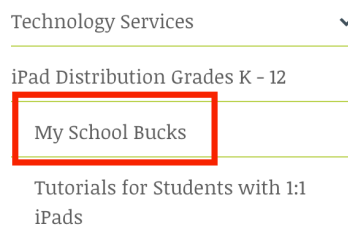
The insurance is **NOT** mandatory and is completely optional. The Optional Student Insurance is designed to allow everyone an opportunity to participate in the coverage. It can be a way to save the amount of damage or loss by students. Students issued the iPad will be charged \$20 for the insurance, while students issued both a laptop and an iPad will be charged \$30 to cover both of their devices.

## Directions

1. Point your browser to <https://www.gpisd.org/Page/35977> ,
2. **Or** Go to <http://gpisd.org> ;
  - a. Select “**Departments**” in the top navigation;
  - b. Look under “**T**” and select “**Technology**”



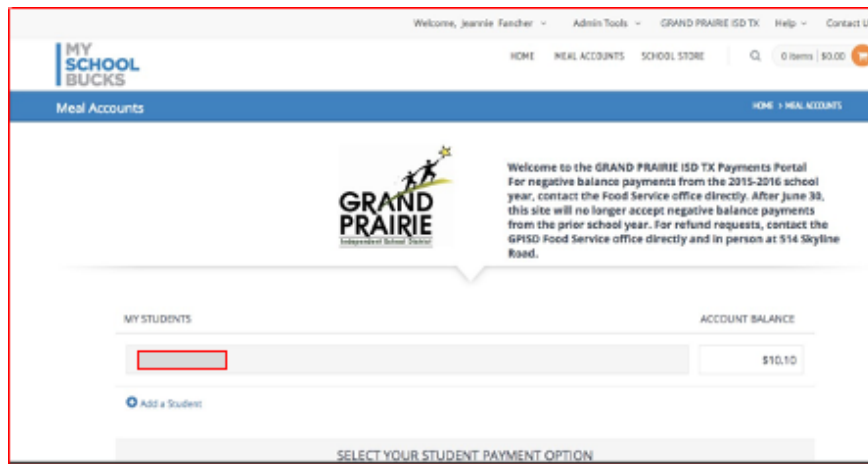
3. Look on the left hand navigation and select “**My School Bucks**”.



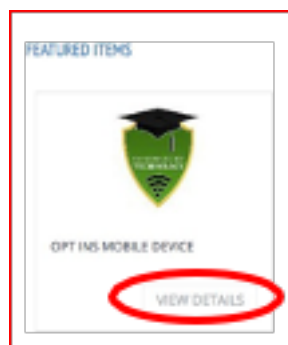
3. Your browser will be redirected to **“My School Bucks”**. Either login (top right) using your user name and password or click **Sign Up Free** and create a new account.



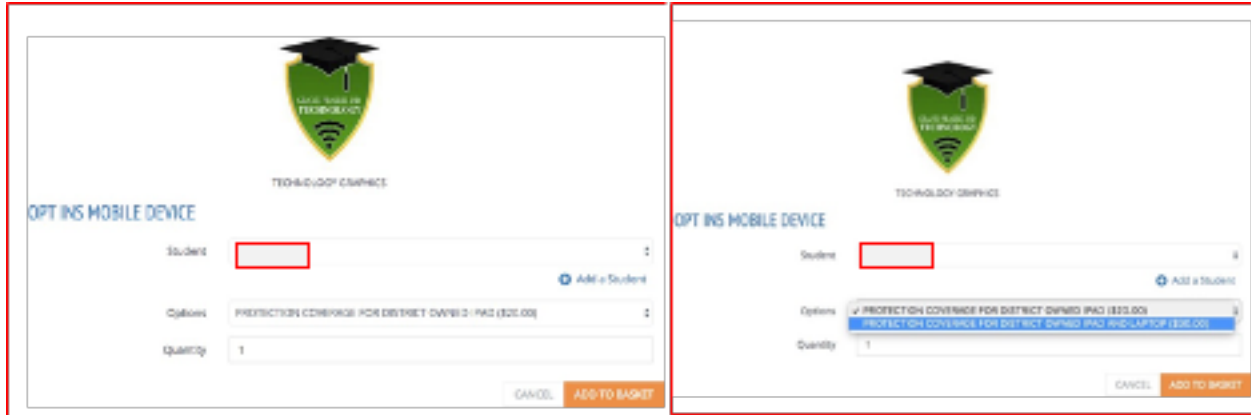
4. Once you have logged into **“My School Bucks”** select the child for which you wish to purchase insurance, or **“Add a Student”**.



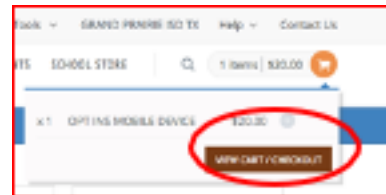
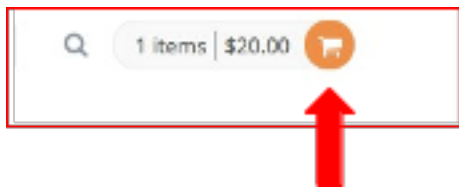
5. Select **“School Store”** in the upper right hand navigation, then select **“Featured Items”**.
6. Select **“View Details”** under **“Opt Ins Mobile Device”**.



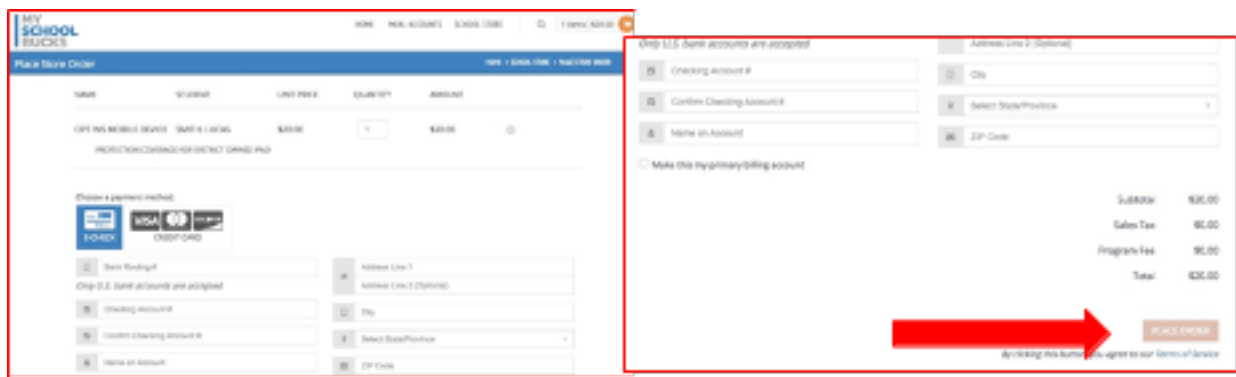
7. Use the drop down dialogue box to select “One or Two Devices”. (Remember: ***iPad only*** select **“Protection Coverage for District Owned iPad - \$20”** and ***iPad and a Laptop*** select **“Protection Coverage for District Owned iPad and Laptop - \$30”**.) Select **“Add to Basket”** when done.



8. Select the “Orange Shopping Basket”, then select “View Cart/Checkout”.



9. Enter either your electronic check or credit card information and select **“Place Order”**.



### Important:

Complete this entire process for each one of your children.

**DO NOT ENTER A QUANTITY!**