



Hello, Parents!

We are excited to offer MyProcure, a free online portal for you to access your account information and easily pay tuition. MyProcure is safe, secure and easy to use, whether you use a computer or your cell phone. To sign up, please follow the steps below:

1. Go to MyProcure.com and enter the email address you have on file with the preschool.
2. Enter the confirmation code sent to your email and choose a password.
3. You may now view your account information and make payments using your credit or debit card (card processing fees apply).

You can still choose to pay tuition with a check, but we will no longer be able to accept cash payments. Most banks will also allow you to set up automatic drafts to send us a check each month. If you choose to pay by check, please mail it to the preschool so that it arrives prior to the 5th day of each month. Tuition is being paid on a month to month basis. Your payments will begin on August 1st and end on May 1st. In August and May you will only pay 1/2 of your regular tuition amount, as those months preschool is only in session for half the month.

Please email us at Preschool@hopelutheranwf.org if you have any questions, or if you have trouble logging in. If you get an error message, please include it in your email. The most common error is using a different email than the one we have on file in our system.

We hope this will be a useful tool for you to stay informed and connected!

Thank you!



myprocare[®]