



# Oaks Christian School: OneCard Guide

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Oaks Christian School uses OneCard for student ID cards. OneCard can be configured with prepaid funds making them a convenient method for students to purchase from the campus cafe, campus store and other school items. OneCard is not a commercial debit card/credit card. Students must have their assigned OneCard with them at all times. Any campus departure during school hours requires OneCard.

## OneCard Features

- School identification
- Cafe purchases
- Campus store purchases
- Campus check-in/check-out
- Library resources
- Pay for student activities such as dances, homecoming and other events

## How do I get a OneCard?

All new students receive their OneCard during New Student Orientation. If your student needs his/her picture taken (required for OneCard), please have him/her visit the Office of Student Life.

## What happens if my OneCard is lost or stolen?

If your OneCard is lost or stolen, you must immediately deactivate the card to protect any account balance. To do so, go to <https://onecard.oakschristian.org/OneWeb/Account/LogOn> and use the "Deactivate Card" feature. Replacement cards are available for \$10.00.

## Do OneCard account balances carry forward to the next school year?

OneCard account balances automatically carry forward. Graduating students may transfer OneCard balances to a sibling currently enrolled at Oaks Christian School. Please contact the Business Office for assistance with transfers: [accountspayable@OaksChristian.org](mailto:accountspayable@OaksChristian.org).

## How Do I Load Money On OneCard?

### For Students

1. Go to the Oaks Christian School website ([www.oakschristian.org](http://www.oakschristian.org)), under the Quick links, click "OneCard" (or go the website <https://onecard.oakschristian.org/OneWeb/Account/LogOn>)
2. Login in with your student account (**Student ID #**)
  - a. Note: The initial **Password** is the student's birthdate "MM/DD/YYYY" (**please include the forward slashes**).
3. Confirm the information and proceed to load money. There is a \$2.50 fee each time money is loaded on the account.

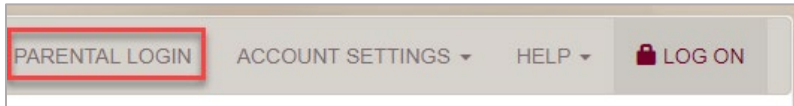


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## For Parents

1. Go to the Oaks Christian School website ([www.oakschristian.org](http://www.oakschristian.org)), under the Quick links, click "OneCard" (or go the website <https://onecard.oakschristian.org/OneWeb/Account/LogOn>)
2. Select the "Parental Login" option.



3. Under the Account field, provide the student's ID # and the first three letters of the student's first name.
4. Provide any requested information and amount to deposit. Then, select "Continue."
5. Enter your credit card information and click "Submit."

## **OneCard Contact Information**

- Middle School: Katina Snyder, Ext 409 / [ksnyder@oakschristian.org](mailto:ksnyder@oakschristian.org)
- High School: Aubry Jones, Ext 246 / [ajones@oakschristian.org](mailto:ajones@oakschristian.org)
- Accounting Questions: Ext 240 / [accountspayable@OaksChristian.org](mailto:accountspayable@OaksChristian.org)
- Technical Support: Ext 290 / [support@oakschristian.org](mailto:support@oakschristian.org)