



# Mount Alvernia College Online Ordering and Cash Free Campus Guide

*School purchases have never been easier or more convenient.*

## STEP 1 - LOGIN

Go to [My Monitor](#) and login using the credentials provided to you. You will see your parent account already set up, as well as your student accounts.

## STEP 2 – CONFIGURE YOUR ACCOUNTS

Click on the Options button beside the account name. From here you will be able to set minimum balances for auto top-up, set notification of low account balances, impose maximum limits for spending, and set allergy warnings to ensure that students are eating safely.

## STEP 3 – ADD FUNDS

Click Add Value next to the desired shopping account. Note that a lump sum can be added to any account and smaller amounts transferred to any other account so that credit card transactions are kept to a minimum.

**Note:** There are never any charges to you as a parent for transactions within our shopping portal.

## STEP 4 – GO SHOPPING!

You can now use your account funds to make purchases at La Cucina. Simply click Online Ordering at the top of the page.

You may choose to shop online using account funds or credit card payment – the choice is always yours.

**Note:** There are never any transaction charges to you for items bought using La Cucina funds.

**We look forward to providing you with a simple shopping service and the security of a cashless environment for your daughters.**