

Documents, Forms, and Videos



OSMS Product Brochure

What is OSC?

Online School Care (OSC) is a fully integrated web application for before and after school child care management. OSC allows school districts to manage extended day, summer, and student enrichment programs throughout the district at multiple sites with central program oversight from enrollment to billing.

Student Management

OSC Student Setup Form

This form includes important information needed to set up new students at your school care program.

Student Profiles – Coming Soon

This document contains the instructions on how to setup and make manage your school's student profiles for OSC.

Fee and Roster Groups – Coming Soon

This document contains the instructions on how to create and manage your fee and roster groups.

Student Transfers – Coming Soon

This document contains the instructions for how to transfer students to other schools in your district.

Fee Management

Creating Fees – Coming Soon

This document contains the instructions on how to create the fees for your program.

Posting Fixed Fees – Coming Soon

This document contains the instructions on how to post your standard set of fees.

Posting Adjustment and Adjustable Rate Fees

This document contains the instructions on how to post your standard set of fees.

Deleting Fees

This document contains the instructions on how to remove posted fee from individuals or groups.

Payments

Collecting Payments

This document contains the instructions for collecting payment in person and the different payment options. This also includes instructions on how to void a receipt.

Post Deposits

This document contains the instructions on how to batch and post your receipts for deposit. This also includes instructions on how to void a deposit.

Transfers – Coming Soon

This document contains the instructions on transfer funds from one program to another.

Agency/3rd Party – Coming Soon

This document contains the instructions on collecting payment for Agency/3rd parties.

Processing a NSF Check

This document contains the instructions on how to process a returned NSF Check.

Reports, Inquiries, and Features

OSC Transactions

This document contains the instructions on the functionality and features that OSC Transactions has to offer.

Reports Overview – Coming Soon

This document provides an overview of the OSC reports to help you pick the right report needed.

Send Letter – Coming Soon

This document contains the instructions on how to send out letters to the parent. Letters can be sent out via e-mail or printed.

Additional Information

FAQs – Coming Soon

This document contains FAQs about the OSC software.

OSC Parent Instructions – Coming Soon

This document contains instructions for parents on how to go through the OSC purchase process. Please either send this via e-mail or place a link to it on your school's page instead of printing it out.

OSP Parent Instructions

This document contains instructions for parents on how to go through the purchase process. Please either send this via e-mail or place a link to it on your school's page instead of printing it out.