

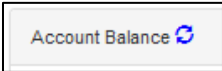
# Silent Dismissal Guide

## CHECKING YOUR AFTERCARE BALANCE

- With Silent Dismissal, you can check your balance for Morningcare and Aftercare anytime!
- You currently do not receive an email invoice, but instead, get a reminder email to check your balance and pay your invoice at the end of the statement period.
- The statement periods are from the first to last day of each month. Payments are due on the 10<sup>th</sup> of the following month, with ACH payments drawn on or around the 10<sup>th</sup>.
- You can pay your balance through ACH (preferred method); check, credit card or cash.
- If you have questions about Extended Care billing, contact [libby.pomroy@yinghuaacademy.org](mailto:libby.pomroy@yinghuaacademy.org).

### Viewing your Extended Care invoices

Sign in to Silent Dismissal at [yinghua.sdcs6.com](http://yinghua.sdcs6.com). Use your email address as the User ID. Enter your password. On the Account Profile page, scroll down to



Silent Dismissal HELP LOG OUT

School Information

**英華** Yinghua Academy  
1616 Buchanan Street NE  
Minneapolis, MN 55413

Contact  
Libby Pomroy  
[libby.pomroy@yinghuaacademy.org](mailto:libby.pomroy@yinghuaacademy.org)  
(612) 788-9095

Account Profile

Test Tester ID dismissal@yinghuaacademy.org

Students

	First Name	Last Name	Pick Up ID	Bus Stop	Status	Today
	aaaa	aaaa		3333	Normal	Carpool

Account Balance

First Name	Last Name	Not Yet Invoiced	Status	Balance
aaaa	aaaa	View	Account Credit	\$-0.00

All Extended Care invoices back to April 2016 are available to view. Select the one you want to see from the drop-down menu showing NOT YET INVOICED. (**Not Yet Invoiced** is the current billing period that is still in progress.) You can also see your current balance on the right side.

Account Balance

First Name	Last Name	Not Yet Invoiced	Status	Balance
aaaa	aaaa	View	Account Credit	\$-0.00

Once you select your statement period, click View, right below the billing statement period. That opens the invoice for that period.

Account Balance

First Name	Last Name	Ending 2016-06-16	Status	Balance
aaaa	aaaa	View	Account Credit	\$-0.00