

With your XCARD handy, go to www.waubonsee.edu/xcard and select the "XCASH Deposit Center" link in the ADD VALUE sidebar item on the right. Then, on the following page click [Register Now].

Cardholder Registration Page: First section:

1. **Card Number** - Enter your 16-digit ISO number (without spaces). It is located below your *X-number* on the front of your XCARD.
2. **Security Code** - Enter the 3-digit number located to the right of your 16-digit card number.
3. **Last Name** - Enter your last name.

Cardholder Registration Page: Second section:

Enter **one** of the following (do not enter both):

1. **X-number** – Enter your Waubonsee *X-number* located under your name on the front of your XCARD **OR**,
2. **Date of Birth** – Enter in mm/dd/yyyy format
3. Click the *Submit* button.

Create User Profile Page: Complete the form as follows:

1. Create your **username** – A valid username is one word without spaces or special characters.
2. Create your **password** – A valid password is at least 5 characters without spaces or special characters.
3. Re-enter your password to confirm
4. Select a **secret question** from the drop-down list and provide your answer.
5. Enter your **email address**.

Cardholder Terms & Conditions Page: Upon review:

1. Click "Yes"
2. Enter Initials
3. Click "Accept Terms"

Registration & Card Activation Successful Confirmation Page:

Congratulations you have successfully registered your account. To access your account, click on "Click Here" to return to the login page and enter the username and password you just established.

If you are unable to successfully register please contact the XCARD Service Center toll-free at **1-888-406-7057**, Monday through Friday between 7 a.m. and 5 p.m., or via email at xcard@waubonsee.edu for assistance.