



How to Register your SweetCash Account

With your **Sweet Briar Card** handy, go to www.sweetbriarcard.com and click on **Log In/Register** in the upper right Menu. Next, click on **Register Now** on the right-hand column.

Cardholder Registration Page: First section:

1. **Card Number** - Enter your 16 digit number (without spaces). It is located below your SBC ID on the front of your **Sweet Briar Card**.
2. **Security Code** - Enter the 3 digits located to the right of your 16 digit number.
3. **Last Name** - Enter your last name.

Cardholder Registration Page: Second section

1. **Student ID** – This is the field for your SBC ID. Please enter your SBC ID located on the front of your **Sweet Briar Card**.
2. 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 call **1-866-722-5740**, Monday through Friday between 8 a.m. and 6 p.m. EST or email mycard@sweetbriarcard.com for assistance.