Account/PIN Import - Start here

Last Modified on 10/29/2026 12:59 pm CDT

Point of Sale (POS) tools are available with Campus Food Service.

The Account/PIN Import tool uploads and matches data for the initial import of student and staff Food Service/POS accounts. Users are finished when all four steps are completed.

Tutorials

- Account/PIN Import Video

How-to guides

1. Before You Begin
2. Template Download & File Upload
3. Data Matching
4. Test and Final Import
5. Print Student and Staff

Explanation

- Error Report
- Errors in Data Matching
- % Confidence Field

Reference

- Fields in the Student Template
- Fields in the Staff Template

Administrator Setup

- Account/PIN Import Tool RIghts