



Way2Pay Login & Pay Guide

Parents pay the smart way with two easy options –

Pay by SMS or Login & Pay Online

Not sure how to get started? Simply wait to receive a payment request SMS from your school with a link to pay. No registration needed, keeping things simple for busy parents. Your mobile number in international format is used for your username eg. 3538xxxxxxx

One account for all siblings You can switch schools to make payments to different schools from one parent account. Select another school from the dropdown in Pay Bills

How to Access your Way2Pay Account

Pay by SMS



A payment request SMS is sent to you from your school, which contains a link to pay and a security token. Click the link

Enter the last 4 digits of your mobile number to login

Top Tip: Click **Make a Payment** to get a new SMS with a link to pay

Login & Pay Online

www.way2pay.org



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First time Login - Enter your mobile number eg. 3538xxxxxxx for both Username & Password. You will be asked to create a password to use in future (min 7 characters, one capital letter and at least one digit)

Top Tip: Click **Forgot Password?** To reset your password.

3 Simple Steps to Make a Payment

The *Pay Bills* section of your account contains a list of activity bills with the student's name.

1. **Choose a bill to pay:** Tap the slider from *No* to *Yes* to select a bill to pay. You can edit the amount you want to pay or pay in full.
2. Tick **Terms & Conditions**, give **permission for participation** and tap **Pay by Card Online**
3. **Enter your card details** on the secure banking system

A *Payment Successful* message will show onscreen and you will receive a payment receipt by SMS.

The *Payment History* section contains a record of all payments made and receipts to download and print off. For support, please see the *FAQ* section or contact our helpdesk on 061 203738 or email us at support.way2pay@evopayments.com

