

Adding Students to Efund account

The screenshot displays the Western School Corp Efund account dashboard. The top navigation bar includes links for Home, Payment Options, Advisory Services, Account Settings, and Logout. A red arrow points to the 'Logout' link. The main content area is divided into several sections: 'Payment Options' (containing links for Make a Payment, View Payment History, Schedule a Pre-Authorized Payment, View Pre-Authorized Payment History, and Manage Pre-Authorized Payments), 'Advisory Services' (containing Student Fees), 'Account Settings' (containing Personal Information, Change Password, Student Management, Notifications, and Payment Information), and a right-hand sidebar (containing Your Student(s), Pending Payments, and Scheduled Payments). A red arrow points to the 'Student Management' link in the Account Settings section. The 'Your Student(s)' section in the sidebar shows a message: 'You are not associated with any students.' Below this, there are sections for 'Pending Payments' (showing 'You have no pending payments at this time.') and 'Scheduled Payments' (showing 'You have no scheduled payments at this time.').

Parents that already have accounts created in efunds can use the same username and password to log in to the site. If they do not have their students attached, they will be able to see this as soon as they log in at the Home page in the upper right hand corner under students.

They can use the Student Management option from the Account Settings menu to add their students.

Students Linked to your Account

Student Management

Your Student(s):

You are not associated with any students yet. Add all students in your family.

- If you do not know your students' number(s), or your students' have not been issued a student number, please contact your students' school representative to receive the student number assigned to your children.

Add Student(s) by:

Family Number:

or, Student Number:

Add

Enter the family number, or student number(s) for the student(s) you would like to associate with your account, and then click "Add."

Continue

The parent can then use the Student Number (other ID) or Family ID Number (which can be found in Skyward Family Access under the "Student Info" then click on "View *students name* Families" the Family ID is located on this page.)

When using the Family Number they will be able to add all students linked to that Family Number at the same time. Student Number will allow them to add one student at a time.