

To View Multiple Students Under One Account

If you should have more than one child at our school, you will receive a username and password for each child. You can either choose to keep each account separate (by using the usernames and passwords provided for each child) or you can view all your accounts under one master account. To merge multiple accounts:

1. Log in to one of your Accounts (using your user name and password for that account).
2. Click on the top in top bar called 'my Wise Account'. Go to 'Merge Student Accounts' section at the bottom right of this page.
3. Click on to the 'Merge Student Account' link at the bottom right of the page.
4. On the next screen, enter the username and password of one of your other children and press 'Find Student Account'.
5. If a matching student account is found, the student is displayed on the next screen with a 'Merge this Account' button. Pressing this button merges the account. A message will also appear to return to the 'my Wise Account' page.
6. Once a student account has been 'merged', in your 'my Wise Account' page, your student is listed as a link which allows you to switch to that account.
7. For subsequent visits to WisePay, you must login in with the first child's user name and password as that is now the master account.