

PayMyStudent Quick Guide To Registration & Login

Step 1 – Accessing PayMyStudent

Type in the following web address: <https://www.collyers.ac.uk/admissions/student-finance/>

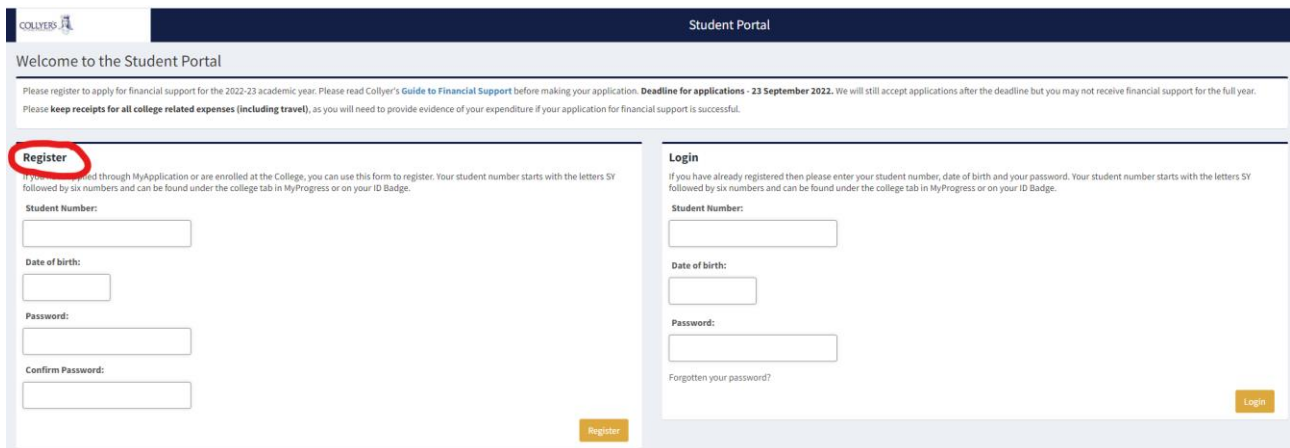
Click on the link

[CLICK HERE TO APPLY FOR FINANCIAL SUPPORT 2021-22](#)

Step 2 – Registering

First you need to register.

- Your student number starts with the letters SY followed by six numbers and can be found under the college tab in MyProgress or on your college ID badge.
- Your date of birth should be 8 digits. Example: 15/03/2006
- You can choose your own password.



The screenshot shows the 'Student Portal' interface. At the top, there is a navigation bar with the Collyer's logo and the text 'Student Portal'. Below this is a welcome message: 'Welcome to the Student Portal'. A notice states: 'Please register to apply for financial support for the 2022-23 academic year. Please read Collyer's Guide to Financial Support before making your application. Deadline for applications - 23 September 2022. We will still accept applications after the deadline but you may not receive financial support for the full year. Please keep receipts for all college related expenses (including travel), as you will need to provide evidence of your expenditure if your application for financial support is successful.'

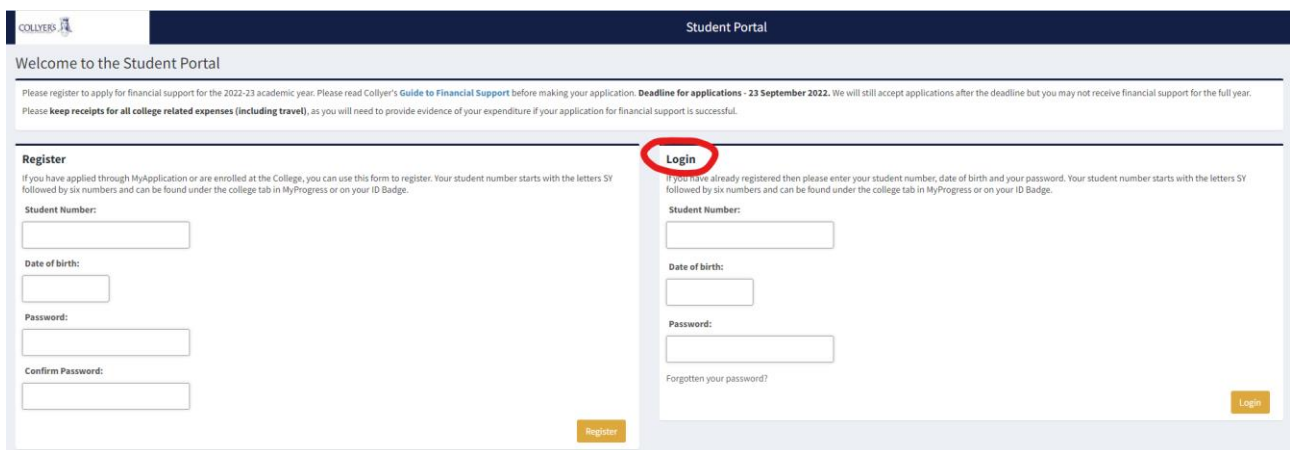
The main content area is divided into two sections: 'Register' and 'Login'. The 'Register' section is highlighted with a red circle. It contains the following fields: 'Student Number:', 'Date of birth:', 'Password:', and 'Confirm Password:'. The 'Login' section contains the following fields: 'Student Number:', 'Date of birth:', and 'Password:'. There is also a link for 'Forgotten your password?' and a 'Login' button.

Step 3 – Activation

- You will be sent an activation link to your college email address.
- Log into your college email.
- Click on the link and it should take you back to the login page.

Step 4 – Logging In

You then login with your student number and password that you used to register.



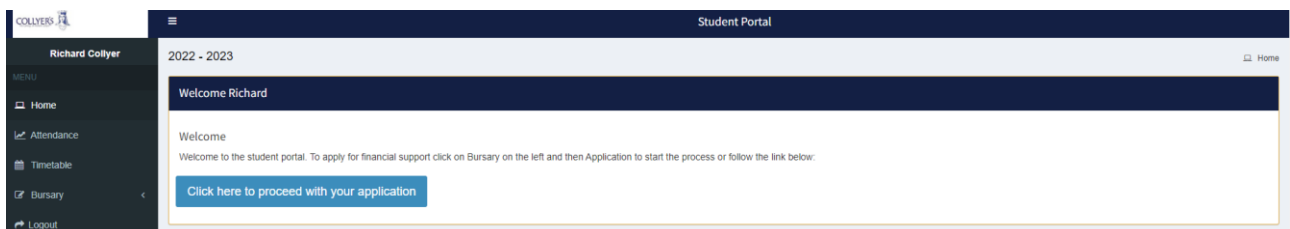
The screenshot shows the 'Student Portal' interface. At the top, there is a navigation bar with the Collyer's logo and the text 'Student Portal'. Below this is a header section with the text 'Welcome to the Student Portal'. A notice below the header states: 'Please register to apply for financial support for the 2022-23 academic year. Please read Collyer's Guide to Financial Support before making your application. Deadline for applications - 23 September 2022. We will still accept applications after the deadline but you may not receive financial support for the full year. Please keep receipts for all college related expenses (including travel), as you will need to provide evidence of your expenditure if your application for financial support is successful.'

The main content area is divided into two columns. The left column is titled 'Register' and contains the following text: 'If you have applied through MyApplication or are enrolled at the College, you can use this form to register. Your student number starts with the letters SY followed by six numbers and can be found under the college tab in MyProgress or on your ID Badge.' Below this text are four input fields: 'Student Number:', 'Date of birth:', 'Password:', and 'Confirm Password:'. A 'Register' button is located at the bottom right of this column.

The right column is titled 'Login' (the word 'Login' is circled in red in the image) and contains the following text: 'If you have already registered then please enter your student number, date of birth and your password. Your student number starts with the letters SY followed by six numbers and can be found under the college tab in MyProgress or on your ID Badge.' Below this text are three input fields: 'Student Number:', 'Date of birth:', and 'Password:'. A 'Login' button is located at the bottom right of this column. A link 'Forgotten your password?' is also present below the password field.

Step 5 – Application

Now click on the link to proceed with your application.



The screenshot shows the 'Student Portal' dashboard for a user named Richard Collyer. The top navigation bar includes the Collyer's logo, the text 'Student Portal', and a 'Home' link. A left-hand menu is visible with the following items: 'Home', 'Attendance', 'Timetable', 'Bursary', and 'Logout'. The main content area displays 'Welcome Richard' and 'Welcome'. Below this, a message reads: 'Welcome to the student portal. To apply for financial support click on Bursary on the left and then Application to start the process or follow the link below:'. A blue button with the text 'Click here to proceed with your application' is located below the message.

For any further help please go to Student Services in B002 or email financialsupport@collyers.ac.uk