my student account

Follow these easy steps to set-up your Online Parent Profile

1. For new use/parent:

   Visit https://secure.mystudentaccount.com.au

2. Click "**Register as a new user**" and follow the prompts.

3. Enter your details - Email & the password you wish to use & all required details

4. Click next" to complete Profile Setup. Open your email to click the Activation Link in the email

   Note: you cannot login until the Activation email link has been activated

   If you do not receive your Activation Email within 30 minutes check your Junk or Spam folders. If still not found contact support on 1300 369783 for Manual Activation.

5. Return to https://secure.mystudentaccount.com.au

6. Click "Login to your user profile"

7. Login: enter your email and password credentials.

8. Go to **My Profile** and "Add an Account" to add your student or students to your profile.

   a) Start typing School name and select correct School from list when it appears
   b) Enter Student ID Number. (can be found on School ID Card or in the enrolment documentation)
   c) Student's Full Name and DOB
   d) Click "Add Account" button to add account to profile and repeat for other students.

   Add Account

9. Click "Account List" to return to main accounts page when all students added.

Now you can deposit funds, track all spending, and manage your account online, see following.

You can refer to our online step by step manual via the link below;

https://scribehow.com/page/User_Manual_for_Parents__D_7E0HYdQfS5uD36trb9IA?referrer=documents

Support

If you have any questions, please contact MSA Support/Service Team on 1300 369 783 or
support@mystudentaccount.com.au