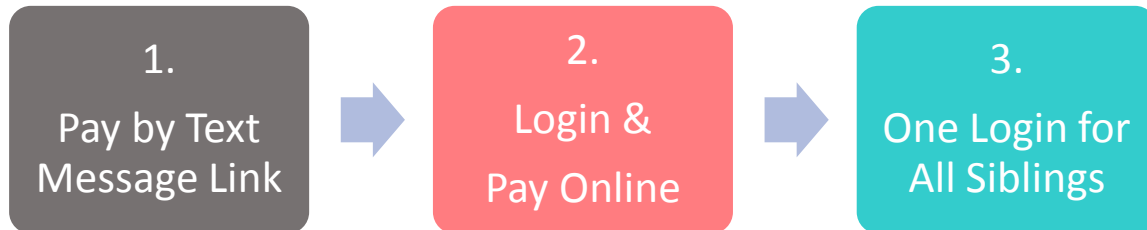


Welcome to Way2Pay

Not sure how to get started with Way2Pay?

Simply wait to receive a payment request text message from your school with a link to pay!


No Registration needed - keeping things simple for busy parents.



How to: Pay School Bills by Text Message Link

- A payment request text will be sent to you from the school which contains a link to pay. Simply click on the link to login and pay in 3 easy steps:
- Answer the security question: *Enter the last 4 digits of your phone number* and click Submit.
 1. **Choose a bill to pay:** You will see a list of any outstanding bills on your account. Click the “+” plus symbol to select the bill you wish to pay. Use the dropdown menu to switch between schools if you have siblings attending different schools on Way2Pay.
 2. Tick the **Terms & Conditions** and click **Pay by Card Online**
 3. **Enter your card details** on the secure banking system
- You will see a Payment Successful message onscreen and receive a payment receipt by text.

How to: Pay School Bills on my PC/Laptop/iPad/Tablet

- To login for the first time go to www.clonakiltycc.ie and click “Login”.  at bottom of the page.
- Enter your mobile number for both “Username/Password” options, click “Login”. Use the mobile number your school has sent the text link to, and ensure it is in international format.
- First visit - the website will redirect you to a “password reset page” allowing you to enter a new password of your choosing.
 1. **Confirm Username:** Enter your mobile number eg. 3538xxxxxxx
 2. **New Password:** to contain a minimum of 7 characters, one of which is a capital letter and at least one digit.
 3. Click **Change Password** or Cancel. Your dashboard will open as you are logged in.
- Click on **Pay Bills** (top left) to view all your outstanding bills and pay in 3 easy steps:
 1. **Choose a bill to pay:** You will see a list of any outstanding bills on your account. Click the “+” plus symbol to select the bill you wish to pay. Use the dropdown menu to switch between schools for siblings attending different schools on Way2Pay.
 2. Tick the **Terms & Conditions** and click **Pay by Card Online**
 3. **Enter your card details** on the secure banking system
- You will see a Payment Successful message onscreen and receive a payment receipt by text.

Paying your school bills online will reduce the risk of children carrying cash to school and cash on school premises. Thank you in advance, we very much look forward to working with your school.