

Student Guide to the UWE Payment Portal

Financial Operations

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Introduction to the UWE Payment Portal

Through our partnership with Flywire, we are improving the way in which you can view your fees and make payments.

This guide is designed to navigate you through the basics of the portal.

Our new student portal offers a modern, intuitive, and secure way of bringing your financial account information online 24/7. By logging into the UWE Payment Portal, you can easily view your fees, manage your student account, and make seamless payments using a variety of flexible, trusted payment methods.

The portal allows you to subscribe to an instalment plan to spread the cost of your fees. You can invite parents/guardians and siblings to make payments on your behalf as well. Sponsors are not classed as authorised users and must complete the Sponsor authorisation form.

Here are some of the benefits of using Flywire.

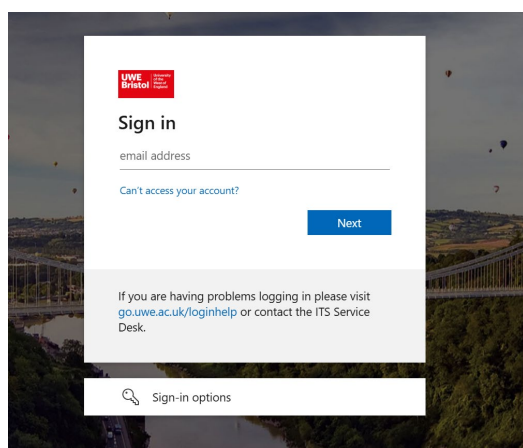
- Secure payment options including local payment methods such as bank transfers, credit/debit cards and e-wallets.
- Complete transparency of the total cost of your payment to UWE, in your chosen currency.
- Compliance with local regulations for education payments.

How to log in

You can log in via your UWE Single Sign On

Click here to set up your student portal login: [UWE Payment Portal](#)

Note: The portal will only be available to new students once you have been invoiced for your fees, returning students can log in to view past fees and payments from previous academic years.



Navigating your student account

Financial Responsibility Agreement

You'll be asked to read and agree to your financial responsibilities by ticking the box and Accept

The screenshot shows the 'Do you accept your financial responsibility?' page. At the top, there's a header with the UWE Bristol logo and navigation links: Home, Contact Us, and Log Out. Below the header, a large question asks 'Do you accept your financial responsibility?'. Underneath, it states 'University Of The West Of England requires the acceptance of the below terms and conditions.' A scrollable box contains the following text: 'By enrolling in a payment plan, you acknowledge that you are responsible for the charges that appear on your UWE account and agree to pay in accordance with the scheduled instalment dates. The number of instalments will vary depending on when you enrol in a payment plan, whether you are setting the plan up for tuition or accommodation and if you are paying for Home or International fees. Please note that failure to make payment may result in an interruption to your studies and/or'. Below this box is a checkbox labeled 'I agree to this financial responsibility'. At the bottom right, there are two buttons: 'Print' and 'Accept'.

The Account Summary Tab

This is the Account Summary tab where you can see an overview of your account. On the top right, you'll see your total Balance Due and the date it needs to be paid by. The Account Balance shows your total charges. If you see an amount in Less Expected Funding, that's money being paid by a Student Loan or Sponsor. The UWE Payment Portal does the maths for you, subtracting any loans, sponsors, and active payment plans, to show exactly what you owe. Not sure about a number? Hover over the i tool tip for a quick explanation.

The screenshot shows the 'Account Summary' tab in the UWE Bristol Student Invoice and Payment Portal. The top right corner displays '£0.00' and a 'Make A Payment' button. Below this, there are three tabs: 'Account Summary' (selected), 'Account Activity', and 'Payment Plans'. A blue banner reads 'Welcome to the University of the West England Student Invoice and Payment Portal' with a 'Dismiss' link. The main content area is divided into two columns. The left column, titled 'Account Summary', contains a table with the following data:

Account Balance ⓘ	-£4.00
Less Expected Funding ⓘ	£0.00
Less Payment Plan	£0.00
Balance Due	£0.00

At the bottom of this column are two buttons: 'Make A Payment' and 'View Payment Plans'. The right column, titled 'Quick links', contains three links: 'Authorised Users' (with a 'Manage Now' button), 'Accommodation' (with an 'Info' button), and 'Term Dates' (with a 'Term Dates' button).

Account Activity Tab

To see real-time updates on every transaction, click on the Account Activity tab.

You can view charges for current and previous years, as well as any payments and loan/funding deductions. You can view a dynamic statement of your account, based on the fee type, date or academic year you select.

If you need a physical copy of these details, you can click 'Print Term Statement' at the bottom of the section to generate a paper version of your current activity

£0.00

Make A Payment

Account Summary

Account Activity

Payment Plans

Welcome to the University of the West England Student Invoice and Payment Portal

Dismiss

Account Activity

Generate activity report

25/26 TUITION

25/26 ACCOMMODATL...

25/26 OTHER

24/25 TUITION

PRIOR YEARS TUITION

PRIOR YEARS ACCOMM...

25/26 Tuition

Collapase All | Expand All

Charges

£1,192.00

Payments & Credits

-£1,192.00

25/26 Tuition Total

£0.00

Other Fee Types

Balance of All Other Fee Types

-£4.00

Total Balance

£0.00

UWE Bristol

University of the West of England
(UWE Bristol)
Frenchay Campus
Coldharbour Lane
Bristol BS16 1QY
UK
www.uwe.ac.uk

OX29

Statement of Accounts

Student Number:

Statement for: 24/25 Tuition
Date as of: 24/07/2026

This report is for a single fee type and academic year, as shown above. Please compare with your own records.

Invoices and Credit Notes

Academic Year	Date	Course	Fee Amount(GBP)
24/25 Tuition	05/09/2024	Tuition Fees	£9,250.00

Payments and Refunds

Academic Year	Date	Course	Fee Amount(GBP)
24/25 Tuition	07/05/2025	Student Loan Contribution	-£4,625.00
24/25 Tuition	07/02/2025	Student Loan Contribution	-£2,312.50
24/25 Tuition	16/10/2024	Student Loan Contribution	-£2,312.50

Statement Balance:

£0.00

Less Balance in Payment Plan(s):

£0.00

Balance from other academic years/dates:

-£4.00

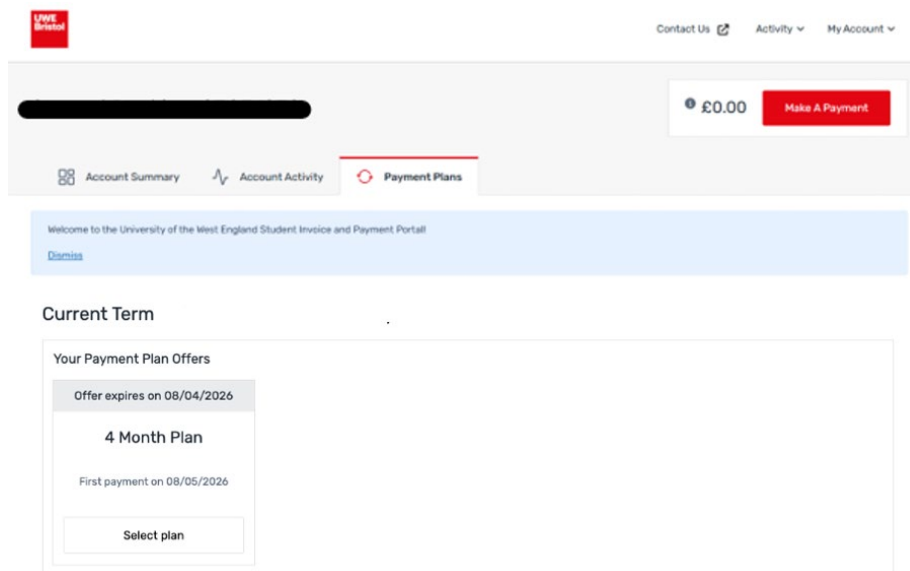
Total Account Balance Due:

£0.00

Payment Plan Tab

You can view the payment plans available and set up a plan under the Payment Plans tab. Once signed up to a plan, the details of each instalment will be shown, which includes the dates and amount of each payment due.

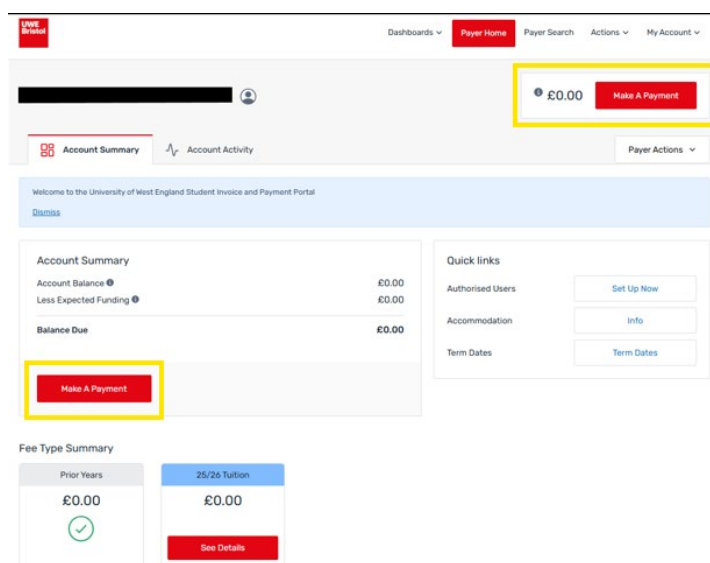
If you're ready to pay your balance in full, just click the 'Make a Payment' button at the top of your screen to get started.



How to make a payment

Once you have logged in, click on either of the Make a Payment buttons next to the total Balance Due amounts.

You will see a balance here once you have enrolled and your invoice has been generated.



Choosing what to pay

Fees related to your study at the university and the amounts due for each fee are shown. You will be shown separate boxes for each i.e. Tuition/Accommodation/Other (this could be a short-term loan as an example)

Choose which fee you would like to make a payment towards by checking the tick box.

Note: you can only select one fee type at a time, if you want to pay more than one, you will have to make a separate payment.

Click Continue.

UNWE Bristol

Dashboards ▾ Payer Home Payer Search Actions ▾ My Account ▾

Welcome to the University of the West England Student Invoice and Payment Portal
[Dismiss](#)

What Would You Like To Pay?

Payer Actions ▾

☒ 25/26 Accommodation Accommodation Invoice Due by 30/09/2026	£1.00
☐ 25/26 Other General Invoices Due by 30/09/2026	£1.00

Total: £0.00

[← Back](#) [Continue](#)

The Amount to Pay box will prefill with the total amount due for that fee type. If you want to pay a different amount, edit the value shown.

Note: The system will not let you pay more than you owe.

Click Continue.

You are paying for [redacted]

What Would You Like To Pay?

Payer Actions ▾

☒ 25/26 Accommodation Accommodation Invoice Due by 30/09/2026	£1.00
Amount To Pay 1.00 Never mind, I don't want to pay this	
☐ 25/26 Other General Invoices Due by 30/09/2026	£1.00

Total: £1.00

[← Back](#) [Continue](#)

Choosing your payment method

When choosing how to pay it's important you select the correct option. For payments using a UK card pay in GBP, for international cards and bank transfers choose to pay by Flywire Payment.

Note: International cards paying in GBP will be subject to a 3% surcharge, so please choose carefully.

- If you have chosen to **save any** payment methods, you will be able to use these to make your payment if you wish. (pink)
- Or if you have a **new UK** payment card that you would like to use, select the option to Pay in British Pounds. (blue)
- The Pay by Flywire Payment option will let you pay using a **new international payment card or make a payment by bank transfer**. (green)

How Would You Like To Pay?

Saved payment methods

 Saved Credit/Debit Card Visa card ending in [redacted] expires 04/2027

Pay In British Pounds

 Add New Credit/Debit Card Cards from outside the United Kingdom will include a 3% (£0.03) surcharge

Pay By Flywire Payment

 Flywire Bank Transfer & International Payments

← Back

Continue

If you are unsure which payment option to select, please contact help.flywire.com who will discuss this with you

International card or bank transfer payments

For an international card payment or bank transfer, select the **Pay By Flywire Payment** option and click on Continue.

How Would You Like To Pay?

Saved payment methods

☐ Saved Credit/Debit Card Visa card ending in [REDACTED] expires 04/2027

Pay In British Pounds

☐ Add New Credit/Debit Card Cards from outside the United Kingdom will include a 3% (£0.03) surcharge

Pay By Flywire Payment

☒ Flywire Flywire Bank Transfer & International Payments

Please note: If you are activating a payment plan with an international payment, you cannot setup autopay and will have to pay manually before each instalment deadline.

[← Back](#) [Continue](#)

The amount you have opted to pay, will be pushed through to the Amount field.

Select the country or region where the funds are held or the card was issued from.

Ensure you tick that you agree to our Terms and Conditions and click Next.

UWE Bristol

Dashboards [Payer Home](#) [Payer Search](#) [Actions](#) [My Account](#)

You are paying for [REDACTED]

Make International Payment [Payer Actions](#)

Your payment

University of the West of England - xB receives

£ Amount * 1.00

Amount will be formatted in the destination currency, in this case British Pounds, i.e. 10,000.00 for ten thousand GBP.

The payment will come from

Country or region * China (Mainland)

Choose where your bank account, card, or payment wallet is based. This helps us show available payment methods.

☒ I have read, understand, and agree to the Flywire Terms of Use and Privacy Policy

[Why use Flywire?](#)

- Real-time payment tracking**
See your payment status every step of the way, we keep you informed.
- No hidden fees**
See your total before you commit. The amount you confirm is what you pay.
- Get help anytime, in your preferred language**
Our global team supports payers in English, Hindi, Mandarin, and many more.

Encrypted, verified, and secure payments, trusted by millions.

[Next →](#)

Then choose the payment method that best suits your circumstances.

Make International Payment

Select your preferred payment method



UnionPay debit card in Chinese Yuan (CNY)
¥10.00

Select

Important info



RMB transfer in Chinese Yuan (CNY) - A Payment notice/bill/invoice from institution is required
¥10.00

Select

Important info



Debit/Credit Card in CNY
¥10.00

Select

Supports: 



UnionPay credit card in Chinese Yuan (CNY)
¥10.00

Select

Important info

[Want to pay in another currency?](#)

Carefully enter **your** payer details on the screen, if someone else is paying please set them up as an authorised user (page 18 of this guide) and click Next.

Make International Payment

Payer information

Please provide the details of the person whose card/bank account will be used to pay.

(*) required field

Email *

joebloggs@email.com

First Name (Given Name) *

Joe

Middle name

Last Name (Surname) *

Bloggs

State / Province / Region

Beijing

City *

Beijing

Address 1 *

House 1

Address 2

Address street

Zip code / Postal Code

OX29 8HQ

+1

Phone number *

23456789

Previous

Next

You may be asked to upload supporting documents or information to comply with local and global regulations.

Sender identification information:

Name and ID must match with payment account holder (e.g., parent's details if paying on behalf of a student). [Learn more](#)

Sender's Chinese National ID *

Sender's full name on National Identity Card *

WeChat ID or phone number linked

Full Self-Funding

The total amount is funded from your personal savings (without using a sanctioned loan).

Select

Full Loan Financing

The payment is entirely funded by your loan provider.

Select

Partial Loan + Savings

Part of this payment is funded by your loan provider, and the remainder is from your personal savings.

Select

Cards / Other

You are using a Credit Card, Debit Card, or other non-loan payment method.

Select

If you are paying by bank transfer through Flywire, you will be issued with details of how to send the funds to Flywire, including the local payment amount and very importantly, the payment reference. Quoting the correct reference when sending the funds, will help Flywire to match your payment more quickly and allows your account to be updated sooner.

Complete your bank transfer to Flywire now!

How to make a bank transfer?



Transfer the funds before: **April 3, 2026**

Flywire will receive the funds: **2-3 business days** after you initiate the transfer

Amount to pay	\$2.00
Reference / Payment ID	DFK796757540
	 You must include this reference so we can identify your payment
Remittance Information / Reference	DFK796757540 -
Beneficiary Bank	DEMO BANK
Beneficiary Bank Address	Demo Bank Address - Not for Real Transactions
Beneficiary Account Number	*****1189
ABA	221172610
Beneficiary Bank SWIFT/BIC Code	CITI*****

Paying using a UK payment card

If you have a new UK payment card that you would like to use, select the option to Pay in British Pounds on the How Would You Like to Pay page. Click Continue.

How Would You Like To Pay?

Saved payment methods

☐  Saved Credit/Debit Card Visa card ending in
expires 04/2027

Pay In British Pounds

☒  Add New Credit/Debit Card Cards from outside the United Kingdom will include a
3% (£0.03) surcharge

Pay By Flywire Payment

☐  Flywire Bank Transfer & International Payments

[← Back](#) [Continue](#)

And add your card information, including the card details. If you want someone else to pay you will need to add them as an authorised user.

Click on Next





[NEXT](#)

Once entered, you will be asked to verify your payment by entering the banking password associated with your card, or by entering the code sent to your mobile device that is linked to your card.

Your card is being checked to ensure it is valid, so please ignore the amount of zero showing.

Click on Continue, once verified.

AUTHENTICATION TEST SIMULATOR

This Adyen provided [fullscreen](#) screen simulates an authentication request. In a production environment, this screen (including its styling) would be provided by the shopper's issuing bank, and the shopper would have to identify themselves to complete the payment.

TEST TRANSACTION DETAILS

Merchant	Credit Card
Amount	GBP 0.00
Date	2026/03/30
Card	****5454

AUTHENTICATION DETAILS

Password [What's this?](#)

Continue

If you are trying to use an international card to make a payment in GBP there will be a surcharge clearly shown on the screen.

To avoid the surcharge when using an international card, please select the 'Pay in Another Currency' option to pay using Flywire instead.

Flywire will be charging you an additional £0.03 for paying with British Pounds by international card

This international card surcharge of 3% is **non-refundable**. The surcharge will appear on your statement as Flywire and will be charged to your card separately by Flywire.

Pay In Another Currency

Powered by Flywire

Yes, use British Pounds →

Includes £0.03 surcharge

[← Back](#)

If you have continued using an international card to make a payment in GBP, you can still change your payment method here, to avoid the surcharge.

Payment Information	
Payment Method	Email Address
Card ending in	

25/26 Accommodation - Accommodation Invoices	
Payment For:	
Payment Date:	14/07/2026
Amount:	£1.00
3% Surcharge:	£0.03
Total:	£1.03

By clicking the Confirm button, a one-time payment of £1.03 will be processed immediately from the account as indicated above.

[← Change Payment Method](#) [Cancel Payment](#) [Confirm](#)

Once you click on Confirm and the payment is successful, you will be sent an email confirmation that includes your payment reference.

Your student account will also be updated within the hour.

How to create a payment plan

Once you have enrolled and your fee/accommodation invoice has been raised, you may have the option to enrol in a payment plan to pay by instalments. This will depend on your fee amount and date of enrolment. If this applies to you, please click on the **Enrol in Plan** button next to the Make a Payment button. You can also view plans available under the fee type summary or the Payment plan tab.

UWE Bristol

Dashboards Payer Home Payer Search Actions My Account

£9,413.30 Due by 01/10/2026 [Make A Payment](#)

[Account Summary](#) [Account Activity](#) [Payment Plans](#) [Payer Actions](#)

Welcome to the University of the West England Student Invoice and Payment Portal [Dismiss](#)

Account Summary

Account Balance	£9,413.30
Less Expected Funding	£0.00
Less Payment Plan	£0.00
Balance Due	£9,413.30
Due by 01/10/2026	

[Make A Payment](#) [Enrol in Plan](#)

Quick links

Authorised Users	Set Up Now
Accommodation	Info
Term Dates	Term Dates

Fee Type Summary

Prior Years	26/27 Accommodation
£0.00	£9,413.30
See Details	Want a payment plan? See Details

If eligible you will see one or more payment plans to select.
 Select the plan option that you prefer. You can select either of the plans to view dates and amounts before committing.
 (the three-instalment plan in this scenario is a termly accommodation plan)

The screenshot shows the UWE Bristol Student Invoice and Payment Portal. The top navigation bar includes 'Dashboards', 'Payer Home', 'Payer Search', 'Actions', and 'My Account'. The main header displays the balance of £9,413.30 due by 01/10/2026, with a 'Make A Payment' button. Below the header, there are tabs for 'Account Summary', 'Account Activity', and 'Payment Plans'. The 'Payment Plans' tab is selected, showing a welcome message and a section titled '26/27 Accommodation - UWE Bristol'. This section displays two payment plan offers: an 8 Month Plan (£1,176.66 / month) and a 3 Instalment Plan. The 3 Instalment Plan is highlighted with a yellow box, and its 'Select plan' button is also highlighted.

The details of your selected plan will be shown. You can click on “view schedule” to see instalment amounts and dates in full.

The screenshot shows the UWE Bristol Student Invoice and Payment Portal. The top navigation bar includes 'Dashboards', 'Payer Home', 'Payer Search', 'Actions', and 'My Account'. The main header displays the balance of £9,413.30 due by 01/10/2026, with a 'Make A Payment' button. Below the header, there are tabs for 'Account Summary', 'Account Activity', and 'Payment Plans'. The 'Payment Plans' tab is selected, showing a welcome message and a section titled '26/27 Accommodation - UWE Bristol'. This section displays two payment plan offers: an 8 Month Plan (£1,176.66 / month) and a 3 Instalment Plan. The 3 Instalment Plan is highlighted with a yellow box, and its 'Select plan' button is also highlighted.

You are enrolling in a plan
 How Would You Like To Pay?

Payment Details

Total Plan Amount:	£9,413.30
First Instalment Amount:	£3,106.39
Number of Payments:	3 view schedule
First Payment Date:	01-Oct-2026
Total Amount Due Now:	£0.00

Payment Method

☐ Flywire Bank Transfer & International Payments

☐ Add New Credit/Debit Card
Cards from outside the United Kingdom will include a 3% surcharge

← Back Not Now Continue

Instalment Schedule

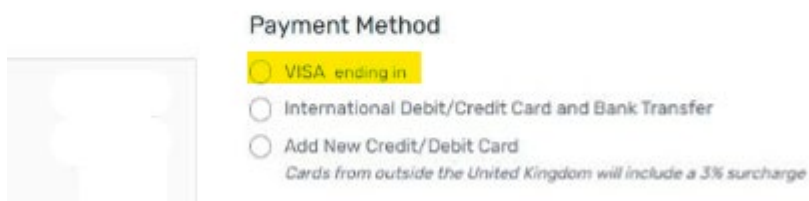
DATE	AMOUNT	TOTAL
01/10/2026	£3,106.39	£3,106.39
01/02/2027	£3,106.39	£3,106.39
01/05/2027	£3,200.52	£3,200.52

Close

Now choose your Payment Method.

- You can select the card already registered on your student account. If you have one saved it will appear at the top

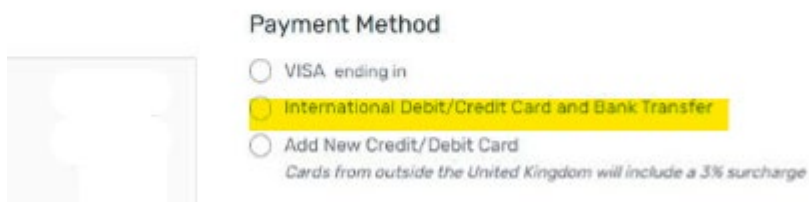
How Would You Like To Pay?



The screenshot shows a form titled "How Would You Like To Pay?". On the left is a placeholder for a profile picture. To the right, under the heading "Payment Method", there are three radio button options. The first option, "VISA ending in", is selected and highlighted with a yellow background. The second option is "International Debit/Credit Card and Bank Transfer". The third option is "Add New Credit/Debit Card", with a note below it stating "Cards from outside the United Kingdom will include a 3% surcharge".

- set up a new international payment card or bank transfer.

How Would You Like To Pay?

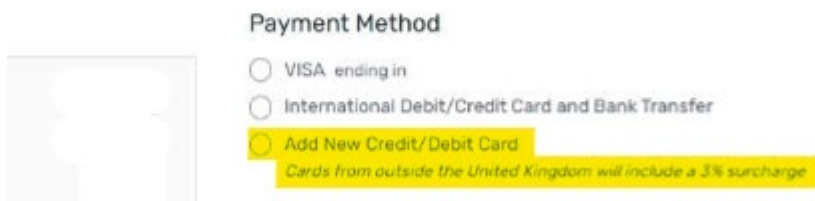


The screenshot shows the same form as before, but now the second option, "International Debit/Credit Card and Bank Transfer", is selected and highlighted with a yellow background. The other options and the note about the 3% surcharge remain the same.

- set up your plan using a new UK issued card.

Note: If you select this and add an international card, Flywire will apply a three percent surcharge. Avoid this charge by selecting the International Debit Credit Card and Bank Transfer Option.

How Would You Like To Pay?



The screenshot shows the same form, but now the third option, "Add New Credit/Debit Card", is selected and highlighted with a yellow background. The note about the 3% surcharge is also highlighted in yellow.

When you have chosen your payment method, click on Continue.

Follow the instructions on the screen to finish setting up your plan.

Once your plan has been set up, you will receive an email confirmation confirming the dates and amounts of your plan.

Throughout the duration of your plan, you will be sent reminders before the instalment is due date and notifications of any missed instalments to enable you to catch up.

- If you have set up autopay using a UK card, these will be collected automatically **if** you agreed to save the card. If you did not save your card, you will need to log in on time to pay the instalment due.
- For international card/bank transfers you will be responsible for making sure that the payments are received on time.

Failure to make payments on time could result in disruption to your UWE services.

You will also be able to see details of your plan at any time by logging into your portal and selecting Payment Plans.

UWE Bristol Dashboards ▾ **Payer Home** Payer Search Actions ▾ My Account ▾

£9,413.30
Due by 01/10/2026 **Make A Payment**

Account Summary Account Activity **Payment Plans** Payer Actions ▾

Welcome to the University of the West England Student Invoice and Payment Portal! [Dismiss](#)

Account Summary

Account Balance ⓘ	£9,413.30
Less Expected Funding ⓘ	£0.00
Less Payment Plan	£0.00
Balance Due Due by 01/10/2026	£9,413.30

Make A Payment **Offers Available**
Enrol in Plan

Quick links

Authorised Users [Set Up Now](#)

Accommodation [Info](#)

Term Dates [Term Dates](#)

Fee Type Summary

Prior Years
£0.00
✓

26/27 Accommodation
£9,413.30
[Want a payment plan?](#)
See Details

Setting up an Authorised User

Let's take a quick look at how to set up a parent/guardian/family member as an authorised user through your student portal, enabling you to keep your account secure, whilst letting your relatives contribute towards your fees.

To give someone else, like a parent or guardian, the ability to view your fees, make payments or set up a payment plan, head to your Account Summary page and look for the 'Authorised Users' link under Quick Links. Just hit "Manage Now" to get started.

The screenshot shows the 'Account Summary' page of the UWU Bristol Student Invoice and Payment Portal. The top navigation bar includes the UWU Bristol logo, 'Contact Us', 'Activity', and 'My Account'. A balance of £0.00 is displayed with a 'Make A Payment' button. The main content area has tabs for 'Account Summary', 'Account Activity', and 'Payment Plans'. A welcome message is shown. The 'Account Summary' section lists: Account Balance (-£4.00), Less Expected Funding (£0.00), Less Payment Plan (£0.00), and Balance Due (£0.00). It includes 'Make A Payment' and 'View Payment Plans' buttons. The 'Quick links' section on the right has a yellow box around the 'Authorised Users' link with a 'Manage Now' button, and links for 'Accommodation' (Info) and 'Term Dates' (Term Dates).

Click 'Add Authorised User'

The screenshot shows the 'My Account' page of the UWU Bristol Student Invoice and Payment Portal. The top navigation bar includes the UWU Bristol logo, 'Home', 'Contact Us', 'Activity', and 'My Account'. The left sidebar has links for 'Payment Methods', 'Notifications', and 'Authorised Users'. The main content area is titled 'Authorised Users' and contains a table with columns: NAME, EMAIL, RELATIONSHIP, VERIFIED, HAS ACCESS, and ACTIONS. A yellow box highlights the 'Add Authorised User' button in the bottom right corner.

Add their details Must be full name, no abbreviations. Make sure to select 'Yes' so they get an email with log in instructions. Give the agreement a quick read, check the box, and hit the 'Create' button.

Note: the link in that email expires in 24 hours, so let them know to look out for it.

The screenshot shows the 'Add Authorized User' form. At the top, it says 'They will have the ability to access your account'. Below this are input fields for 'First Name *' and 'Last Name *'. A dropdown menu for 'Their relationship to you *' is set to '--Select One--'. There are two radio buttons for 'Does the authorized user have an email address? *': 'Yes (They will receive an email with login instructions.)' is selected, and 'No (They will not be able to login. They can only call the institution to access your account.)' is unselected. Below these are 'Their Email Address *' and 'Confirm Email Address *' fields. A large text block contains a disclaimer about data access. At the bottom, there is a checkbox for 'By clicking this I am acknowledging that this authorized payer will have access to all my student account financial details.' which is currently unchecked.

You'll see them pop up on your dashboard with a red 'X' under verified. This just means we're waiting for them to check their inbox and set up their account.

The screenshot shows the 'My Account' dashboard. On the left is a sidebar with 'Payment Methods', 'Notifications', and 'Authorised Users' (which is highlighted). The main area is titled 'Authorised Users' and contains a table with the following data:

NAME	EMAIL	RELATIONSHIP	VERIFIED	HAS ACCESS	ACTIONS
Daniella J		Other	✗	✔	⋮

Below the table are links for 'Home' and a red button labeled 'Add Authorised User'.

Your authorised user will get an email like this. All they need to do is click 'Verify Email' to link up with your student account.

The screenshot shows an email template. At the top is the 'UWE Bristol' logo. The main text says 'A student has added you as an authorised user to their University of the West of England account.' Below this are two fields: 'Student Name:' with the value 'Daniella J' and 'Relation:' with the value 'Other'. A line of text says 'Click the button below to verify your account and get started:'. Below this is a red button labeled 'Verify Email'. At the bottom, it says 'Kind Regards', 'Income Operations', 'University of the West of England', and a URL: 'https://www.uwe.ac.uk/about/services/finance-services/ways-to-pay'.

From there, they'll be asked to set a secure password and once they hit submit, they'll be ready to log in using their email and their new password.

Success! Please confirm your email address on file and set your password to finish verifying your account

Setup Password

Email Address (Used for login)

Password

Minimum of 8 characters
At least one uppercase and lowercase character
At least one special character (@, #, \$, %, &, *, etc.)
At least one numeric character

Confirm Password

Once you grant them access, you'll see a green checkmark once they're verified. If you ever need to change their permissions or remove them, just click the three dots under 'Actions'.

Note: Our Finance Compliance team will regularly monitor Authorised Users and may contact you for more information. If you are unsure whether a person qualifies as an Authorised User, please email: financecompliance@uwe.ac.uk

UWE Bristol

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My Account

- Payment Methods
- Notifications
- Authorised Users

Authorised Users

NAME	EMAIL	RELATIONSHIP	VERIFIED	HAS ACCESS	ACTIONS
Daniella J		Other			

[Home](#) [Add Authorised User](#)

Note: An Authorised User will have full access to your financial record at UWE, please consider this when setting up an authorised user on your account.

Help and Support

If you have any questions relating to making a payment, setting up a payment plan and setting up an Authorised User please reach out to Flywire support at any time at

help.flywire.com or scan the QR code below:



For any other financial queries please submit an enquiry through [My Student Life](#)

For advice on Authorised Users email: financecompliance@uwe.ac.uk