



## Quick Guide – Cashless Payment System

### HOW DOES THE CASHLESS SYSTEM AFFECT ME?

In the 2015/2016 academic year, the College introduced cashless payments. Initially this was rolled out with the student cafe, Ed's Kitchen and throughout the 2016/17 academic year we will be looking to widen this implementation to include trips, visits, equipment, examination fees, parking permits, locker keys and NUS card payments.

### WHAT ARE THE BENEFITS OF A CASHLESS SYSTEM?

- No more looking for change every morning for food and beverages, funds are loaded directly on to each student's ID card.
- Topping up is easy and quick online, using a debit or credit card.
- Students can also top up using notes in our cash loader in Student Services.
- Free College Meal students maintain their anonymity; cards are automatically topped up each day with their allocation.
- If needed, a purchase history for the Café is available to parents and students.
- Once set up, payments can be set to automatically top-up cards on a weekly or monthly basis.
- The flexible system allows more than one person and payment method to be set up for each student, meaning parents, grandparents, siblings and students can all contribute funds as needed.
- All other college expenses can be paid for in one place via the online payment portal.

### WHERE CAN I GET MORE INFORMATION?

There are instructions for registering on the reverse of this leaflet. FAQs and further details are also available on our website, [www.strodes.ac.uk](http://www.strodes.ac.uk), from Student Services in the Student Centre or from the Finance Office in MA01.

### WHO DO I CONTACT FOR HELP?

Please email [cashless@strodes.ac.uk](mailto:cashless@strodes.ac.uk) or call 01784 228606 and a member of our team will be happy to assist you with any queries.



## USING THE IPAYIMPACT CASHLESS SYSTEM

iPayimpact is our cashless catering system that offers a simple to user alternative to cash. The website portal ([www.ipayimpact.co.uk](http://www.ipayimpact.co.uk)) is easy and convenient to use, allowing both parents and students to set up one-off or regular top-ups and payments.

## REGISTERING FOR AN ACCOUNT

You will receive your registration details either by post or email after you have enrolled. Your letter will contain a unique reference for your student. If more than one student is joining, you will receive two letters and codes. Each code links the student to their college ID.

- Go to via <https://www.ipayimpact.co.uk> or scan the QR code below.
- Click on the Register button
- Enter your unique reference - this is the 'Child Account Ref' on your letter.
- Username – enter a username that you will remember. This will be asked for each time you login to your account
- Email – enter a valid email address
- Confirm Email – Must be the same email address as entered in the previous box
- Password – enter a password (Must be a minimum of 6 characters)
- Confirm Password – Must be the same password as entered in the previous box
- Maths Test – please calculate and insert your answer to demonstrate that you are a genuine person and not a computer system.
- Agree to Terms – Please tick this box. You can view the terms as required.



An activation email will be sent to the email account that you entered as part of the registration process.

To activate your account, click on the link provided in the email. You will then be able to login using the credentials you entered during the registration process.

## HOW TO ADD FUNDS

- Go to the 'Accounts' tab
- Select the name of the student you are looking to top-up
- Click Pay
- Enter the amount you would like to add to your student's account to the 'Amount to Add' box. This will add the value to your basket.

You can now choose whether to make a one-off payment or whether to make a single payment and store the card details for later.

- Click 'Proceed to checkout'. You will now be taken through the payment process.
- Once you have applied your first payment and saved the card details, you will be able to set up an 'Auto Pay' amount which allows for a regular payment to be credited to the card.



## HAVING TROUBLE?

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