

# Parent CDFpay

## Handy Tips



**BUNBURY**  
CATHOLIC COLLEGE

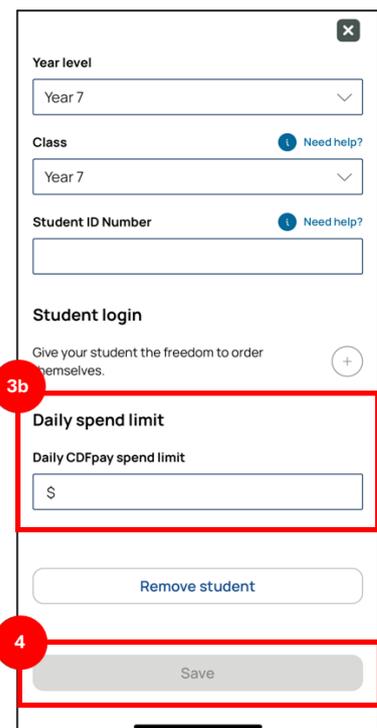
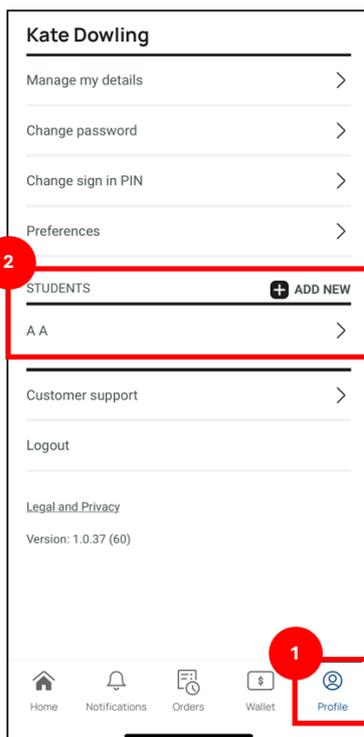
- **How to create a CDFpay account**

1. Download the CDFpay app
2. Create account <https://user.cdfpay.flexischools.com.au/register>
3. Add the Student for ALL Caregivers  
Go to your profile and **+ADD NEW.** search for your child's name and save
4. For Primary Caregiver only enter student number in the CDFpay app

The student number can be located on their student/ library card. This will allow online ordering and spending over the counter in the canteen. **If this is not entered correctly, they will not be able to proceed with transactions over the counter with their student card.** There will be **no IOU's** accepted at the Canteen should their student card not be linked.

- **How to set daily spend limit per child in the CDFpay app:**

1. Click 'Profile' in the bottom navigation
2. Under 'Students', click to add a new student or select an existing student
3. Under 'Student details', scroll down to the 'Daily spend limit' section to set a new limit or to change an existing limit
4. Click 'Save'



- **Preference for canteen orders**

We recommend canteen orders are made online through CDFpay. Not only does this make it easier for our canteen staff but it means students will receive their order faster and won't run into the issue of having insufficient cash or student card balance.

**Reminder:**

**Mobile phones are not to be used by students in the canteen for their purchases.**

- **Visa vs. Mastercard rates** can be found under 'Debit, Credit or Prepaid Card Surcharge' in [Legal: FSG & PDS | Flexischools](#).

To avoid charges, top up using a debit card >\$50 or EFT transfers to parent wallet for any value will not attract a surcharge.

- **FAQs on split families** and card surcharges can be found at [CDFpay Upgrade Information & Resources](#)

## **FAQs**

What will happen to CDFpay account balances?



How will existing CDFpay balances be transferred?



Do parents need to register for one CDFpay account per student?



Can a child's student ID card be added to more than one parent's CDFpay account?



**How can split families manage their child's orders in CDFpay?**



**How can parents avoid card surcharges?**

