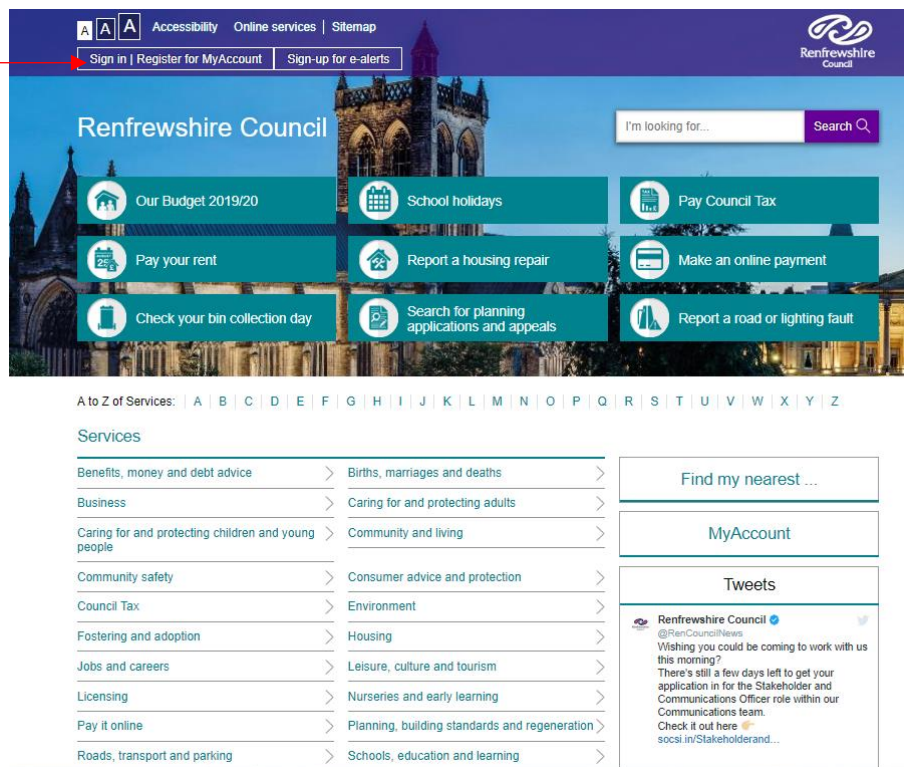


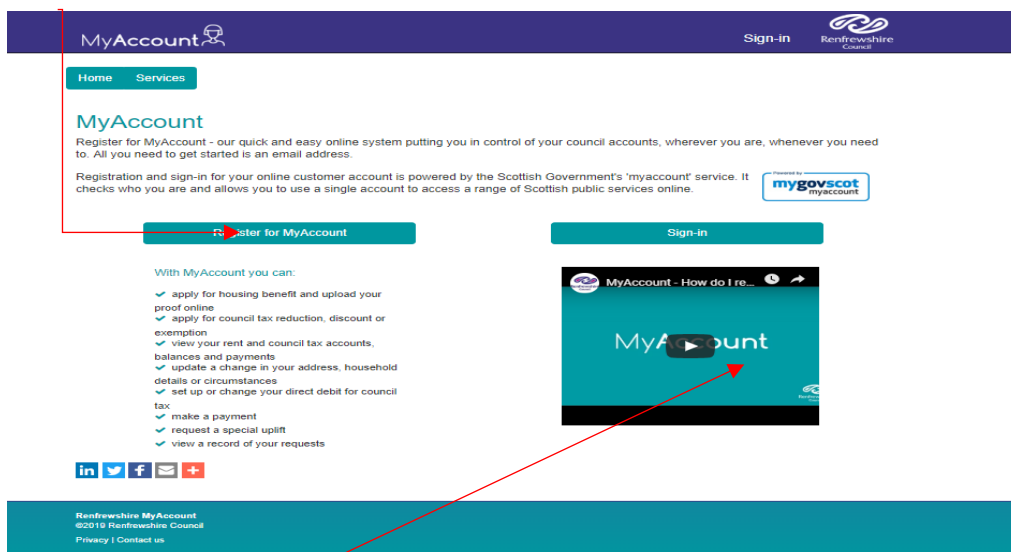
You must have a mygovscot MyAccount login and password. If you don't have a MyAccount follow steps 1-7 to create one and if you do, go straight to step 8.

If you do not have a mygovscot/MyAccount

1. You will need a device that can connect to the Internet (smart phone, tablet, PC) to create an account and to use ParentPay.
2. Open any Internet browser (e.g. Internet Explorer, Google Chrome) type in: www.renfrewshire.gov.uk
3. This will display the screen below. Click on 'Sign in / Register for MyAccount' at the top left-hand side of the page

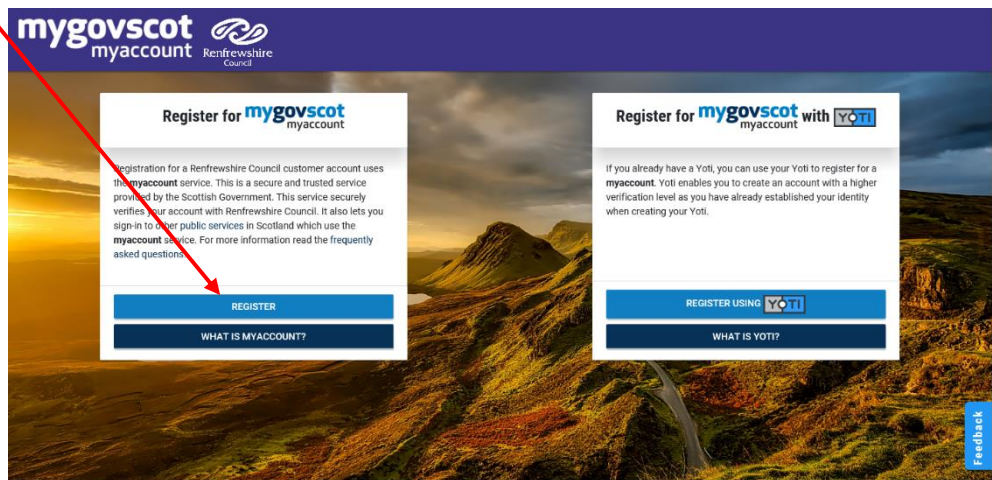


4. Click on 'Register for MyAccount: -

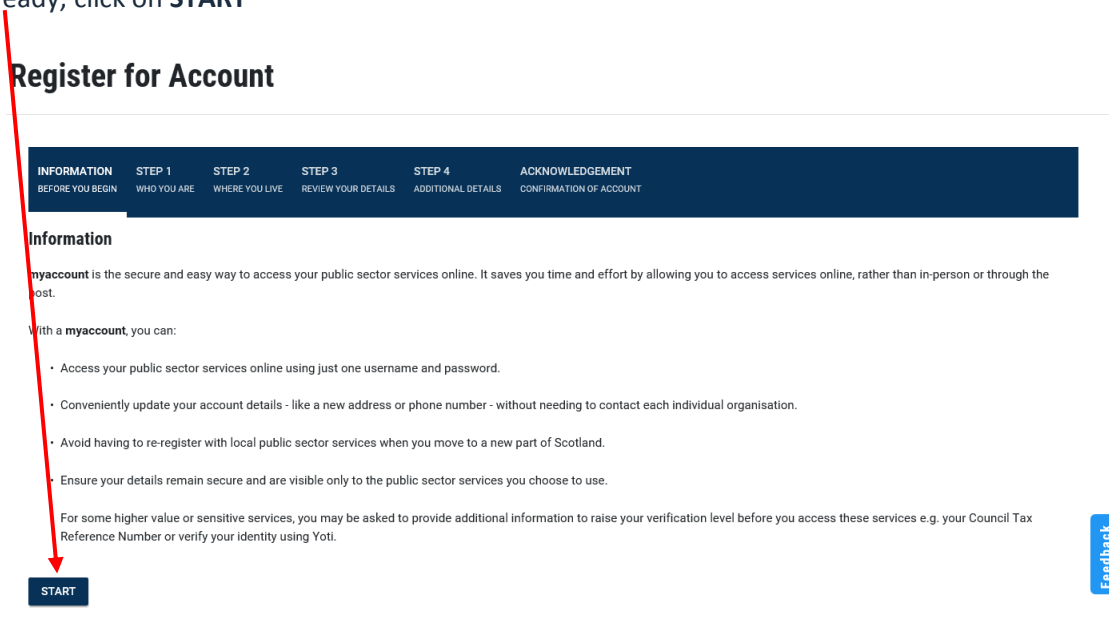


There is a helpful video which will guide you through the process

5. Click here to start your registration



6. The next screen looks like this and tells you a bit more about MyAccount. When you are ready, click on **START**



7. Follow the onscreen instructions to complete the form and keep a note of your username and password.

If you have any problems creating the account, click on the **help** option at the bottom of the

The screenshot shows the 'mygovscot myaccount' registration interface for Renfrewshire Council. The page is titled 'Register for Account' and features a progress bar with six steps: INFORMATION (BEFORE YOU BEGIN), STEP 1 (WHO YOU ARE), STEP 2 (WHERE YOU LIVE), STEP 3 (REVIEW YOUR DETAILS), STEP 4 (ADDITIONAL DETAILS), and ACKNOWLEDGEMENT (CONFIRMATION OF ACCOUNT). Step 1 is currently active.

Step 1: About You

Guidance Notes

- This information helps us verify your details and create an account that's unique to you.
- All fields marked with * are mandatory.

Form fields include:

- First Name *
- Surname *
- Email Address *
- Confirm Email Address *
- Gender * (Select Gender)
- Date of Birth * (Day, Month, Year)

Username

Choose a unique username for your account. Make it something memorable, or simply use your email address.

Use my email address as my username

Navigation buttons: BACK, NEXT STEP

Feedback button: Feedback

screen