

Flywire- Linking Student Accounts for Authorized User- Students at different schools (JMU and UVA, etc.)

Although each school has separate domains, if a parent is already set up in Flywire as an Authorized User (AU) at any other school (ex-UVA), they will NOT be able to create their own AU account with JMU as system will give error that email already exists in the system.

Please use the following steps as a workaround to get setup as an AU in JMU's Flywire system.

1) Only the JMU student will be able to do this workaround.

2) Student logs in to <https://jmu.myflywire.com/login>

If this is the first time the student has been on Flywire, they will click Create New Account, otherwise they should log in and skip to step 4.

3) If student is clicking Create New Account, they will be prompted with a few questions. First they will be asked "Are you a current or former student?". **Select yes** as you are a current student.

Are You A Current Or Former Student?

← No

Parent/Guardian, Family, Friend, etc.

Yes →

I Am A Current Or Former Student

Next, the student will enter in their @Dukes email and a password they would like to use (this does not need to be your e-ID password). Click create and student will receive an email to login and link their account with their student ID#.

Create Your Account

Required fields are indicated with *

Email *

|

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 *

I am human



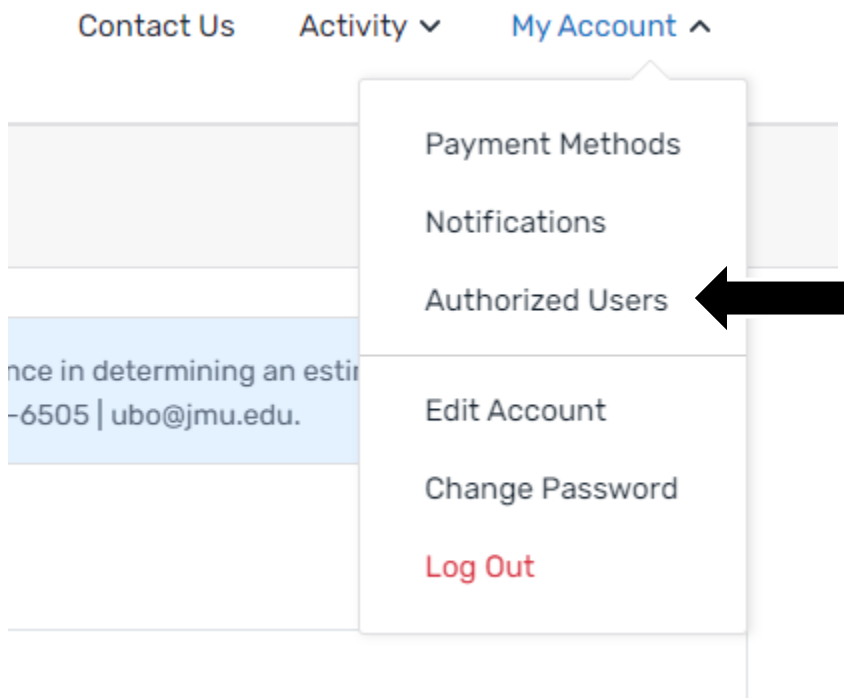
hCaptcha
Privacy - Terms

Create

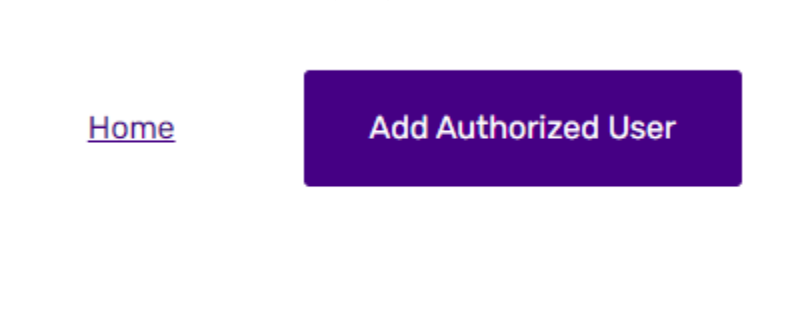
[Already have an account? Log In](#)

START HERE IF STUDENT ALREADY HAS AN ACTIVE ACCOUNT IN Flywire

- 4) Once logged in, Student will click on My Account at the top right and select Authorized Users



- 5) Student clicks on the purple Add Authorized User button



6) Student enters in parent's email address and info

Add Authorized User

They will have the ability to access your account

Required fields are indicated with *

First Name *	Last Name *
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Their relationship to you *
--Select One--

Does the authorized user have an email address? *

Yes (They will receive an email with login instructions.)

No (They will not be able to login. They can only call the institution to access your account.)

Their Email Address *	Confirm Email Address *
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[← Back](#) [Create](#)

7) The parent will now receive an email from Flywire (*the email will say it is from James Madison University with a subject line of "A student has added you as an Authorized User for the James Madison University"*). stating that a student has added them as an Authorized User.

8) Parent will need to click the 'verify' button in the email. The parent will be sent to a login page where they should enter in the same email/password combo that they would use for their student at a different school (ex- UVA).

- 9) Now once logged in, the parent should see both students listed with their respective school logos. Select the JMU student to manage their payment plan.

Which Student Account Would You Like To View?



University of Virginia





Student ID:
James Madison University

