

1. DOWNLOAD THE APP
2. SIGN UP TO STUDENT PORTAL

SCAN THE QR CODE OR  
SEARCH:

*Kingsway Institute*

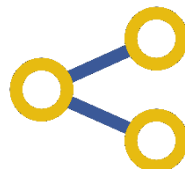


**Email:** [enquiry@kway.nsw.edu.au](mailto:enquiry@kway.nsw.edu.au)

**Phone:** (02) 9283 2388

CRICOS Provider  
Code: 03177F

**Website:** <http://www.kway.nsw.edu.au/>



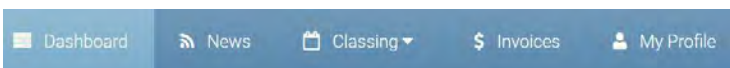
CRICOS Provider Code: 03177F

# A QUICK GUIDE TO THE KINGSWAY APPLICATION AND STUDENT PORTAL

## STUDENT PORTAL



1. Sign up using your **student number & email address**
2. Click the “I’m Not a Robot” captcha and follow the prompts
3. If successful, a password will be sent to your email
  - Check junk/spam mail
  - If you don’t receive an email or an error has occurred, please see KWAY staff.



Once logged in, you can double check and update your contact details, view any upcoming payments and change your password.

**Student Number: KWI000xxx**

### Login to the Student Portal

Student Number

Password

[Forgot your Student Number?](#)

[Forgot your password?](#)

Don't have a student portal account? [Sign up](#)

## INVOICES

### \$ Invoices

In the student portal, you can look at any outstanding or upcoming payments. For example:

Invoices			
Please select an invoice to view its details.			
Invoice	Due	Amount	Balance
4319	22 Jan 2018	\$ 3445.00	\$ 0.00
4320	09 Apr 2018	\$ 1520.00	\$ 1520.00
4321	02 Jul 2018	\$ 1520.00	\$ 1520.00
4322	24 Sep 2018	\$ 1520.00	\$ 1520.00
4323	17 Dec 2018	\$ 1520.00	\$ 1520.00

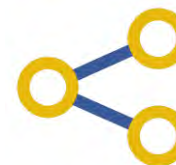
## APPLICATION - KEY LINKS



Important dates will be shown here, such as: Excursions, Public Holidays etc.



Don't miss out on any important announcements from Kingsway



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Find all our forms available online here.



General information about the school. Certificates, attendance, etc.



A blog about the international student lifestyle



Need to make a payment to Kingsway? Make card payments here.



Chat to us or fellow students through the app



Contact us directly from the app.