Finding your user name and password

What is my Web Pay user name?

Your Web Pay user name is not the same as your Parent Portal user name. But you can find it in your Parent Portal account.

If you have never set up your portal account, please contact your school office.

Please follow these steps:

1. Click on this link or log in to the Parent Portal at [https://mymps.mpsaz.org/#parents](https://mymps.mpsaz.org/#parents).

2. Click on Parent Portal.

3. Input your Parent Portal user name and password. Click Login.

4. Click the My Account tab.
5. Locate the Adult ID 8-digit number just above the primary email address.

This is your Web Pay user name.

If you have previously changed your user name or password, please use that account login information.

What is my Web Pay password?

Your password is up to the first eight characters of the parent’s last name.
- is case-sensitive
- may be less than eight characters
- contains spaces and hyphens
- but not apostrophes