



How to update your SmartRider to a Tertiary SmartRider

Full-time, classroom based students are entitled to travel concessions on Transperth services. Your existing SmartRider can be updated to reflect this concession.

Note: To avoid unnecessary fines, make sure you carry both your student SmartRider and your Student Card while using a student concession on public transport. More information about how to obtain a student card can be found by clicking [here](#).

1. Go to the Student Portal which can be accessed from the North Metropolitan TAFE website by clicking [here](#).

2. You must set up you Microsoft 365 Multi Factor Authentication before attempting to log onto the portal.

- **Select** 'Log on using Office 365'
- **Sign in** using your student email and password

3. **Agree** to the terms and conditions.

Log on using Office 365

Log on using your details

User name

Password

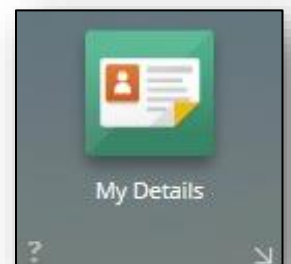
Domain

Log On

Keep me logged on Accessibility Mode ⓘ

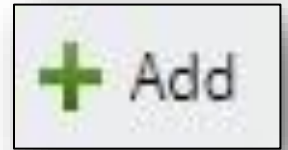
[Terms and Conditions](#)

4. **Select** My Details





5. **Scroll** down the page and **click** the '+ Add' button on the right-hand side.



6. **Add** your SmartRider Details as follows:

- **Change** the Alternative ID Type to 'Transperth Smartrider'
- **Enter** the SmartRider 'SR' number into the Alternate ID field. **Do Not** enter any spaces or the letters 'SR.'

Item 2

Alternate ID Type
Transperth SmartRid... ▾

Alternate ID 41
123456789 ✕

Year

7. **Click** Save on the upper right-hand corner.



8. The Public Transport Authority (PTA) will be notified of your SmartRider's change in status overnight and apply the tertiary concession rate to your card.