Adding an Authorized User

(ONLY STUDENTS)

From this page, you can give others (parents, employers, etc.) the ability to access your account information. In compliance with the Family Educational Rights and Privacy Act of 1974 (FERPA), your student financial records may not be shared with a third party without consent that an individual may view your account information and make payments on your behalf. Please note that authorized users DO NOT have access to your stored payment methods, academic records or other personal information.
Step One: Select on Authorized Users

Click on Authorized Users
Step Two: Complete Information

Enter email address of authorized user.

Select continue once all information is completed.
Step Three: Agreement

Check "I Agree" and select continue.
Step Four: View Added Authorized User

Notify the authorized user that they will receive an e-mail with login instructions.

You may add as many authorized users as you choose.

You may edit or delete an authorized user at any time.