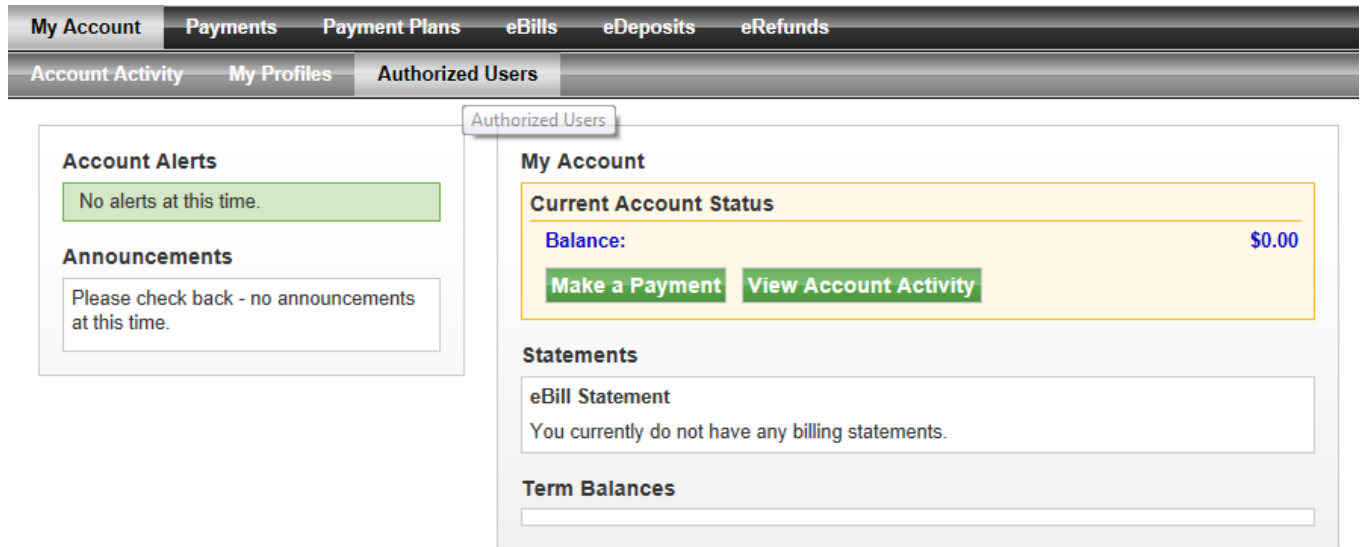


Adding an Authorized User to your Online Account

Students may grant parents, guardians, sponsors and other entities access to their online account by adding an Authorized User. Adding an Authorized User is the student's consent that an individual may view their financial account information and make payments on their behalf.

You will find this option under My Account



The screenshot shows a web interface for managing an online account. At the top, there is a navigation bar with tabs for 'My Account', 'Payments', 'Payment Plans', 'eBills', 'eDeposits', and 'eRefunds'. Below this, a secondary navigation bar includes 'Account Activity', 'My Profiles', and 'Authorized Users', which is currently selected. The main content area is divided into two columns. The left column contains 'Account Alerts' (stating 'No alerts at this time.') and 'Announcements' (stating 'Please check back - no announcements at this time.'). The right column, titled 'Authorized Users', contains a 'My Account' section with 'Current Account Status' showing a 'Balance: \$0.00' and buttons for 'Make a Payment' and 'View Account Activity'. Below this are sections for 'Statements' (eBill Statement) and 'Term Balances'.

You will be asked to enter the email address of the Authorized User, configure access options and agree to the terms and conditions. Once complete, your selected user will be receive an email with a username and passwords and instructions for logging in to view your student account information online.