How to Add an Authorized User

You can authorize others, like your parents, the ability to view and pay your bill....
Again, click View My Bill...

Click the Home icon...

Please make sure your browser's pop-up blocker is disabled before you view a statement.

<table>
<thead>
<tr>
<th>Statement Date</th>
<th>Due Date</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>12/06/2012</td>
<td>01/16/2013</td>
<td>$3,699.20</td>
</tr>
<tr>
<td>07/19/2012</td>
<td></td>
<td>$0.00</td>
</tr>
<tr>
<td>09/16/2011</td>
<td>09/16/2011</td>
<td>$1,166.00</td>
</tr>
</tbody>
</table>

Showing 1 to 3 of 3 entries
To sign up for direct deposit of your refunds, complete your setup in the Refund Account Setup page.

Current Account

ID: xxxxx5385

There is no activity on this account at this time.

View Activity  Make Payment

My Profile Setup

Authorized Users

Personal Profile

Payment Profile

Security Settings

Electronic Refunds

Auto Bill Pay

STRoudsburg UNIVERSITY

Account  Make Payment  Payment Plan  Deposit  Refunds  Help

Authorized Users

Add Authorized User

Simply type in the Authorized User’s email address and check the YES or NO boxes.

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 your written consent. Adding an authorized user is your written 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.

Email address of the authorized user

Would you like to allow this person to view your billing statement and account activity?

Would you like to allow this person to view your payment history and account activity?

This person will receive an email to complete the process and create their own password.