ADD AN AUTHORIZED PAYER for Online Payments

Students can assign others as an Authorized Payer within the online payment system. The Authorized Payer is able to receive Billing Notification emails, view the student's monthly electronic billing statement and make online payments.



Log into your <u>Campus Connection</u> > Financial Account tile > Pay Online Now > click on NDSCS



2. Under Authorized Payers, click on Add New. You are also able to view and make changes to previously enrolled Authorized Payers.

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	Message Board	O Add N	TENEWITERE DIVITERE	
	Payment Profiles	C HARLES		
	Authorize Payers	NAME	ACCOUNT STATUS	DELETE
	User Preferences		No data to display currently	
	View & Pay Accounts			
	Transaction History			
	Messages			
	Contact.Ua			

3. Enter Authorized Payer's name, email address and create a Login Name. Click Save.

Authorized Payer	r's Full Name*:
Willie Wildcat	
Authorized Payer	r's Email*:
Willie.Widcatg	ĝndscs.edu
Confirm Email*:	
Willie.Widcatg]ndscs.edu
Create Login Nar	me*:
Willie1	

Authorized Payers must have a unique login name associated with each student.

4. The Authorized Payer will receive an email to finish the set up. Authorized Payer website – https://guikpayasp.com/ndus/ndscs_student_accounts/authorized.do

Key Construction of the authorized payer has been created and notified by email.
Add New

Add New

Add New

MAME ACCOUNT STATUS DELETE

Willie Wildcat Active O