1. Log in to CampusConnection > Financial Account tile

2. Click on "Pay Online Now" this will redirect you to our TouchNet Bill Payment System and click "Pay Online Now" again
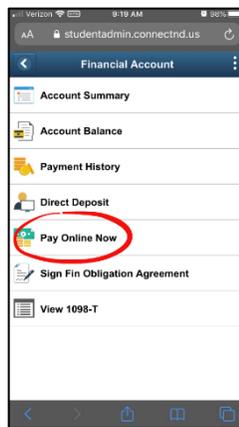
3. Choose "Authorized Users"
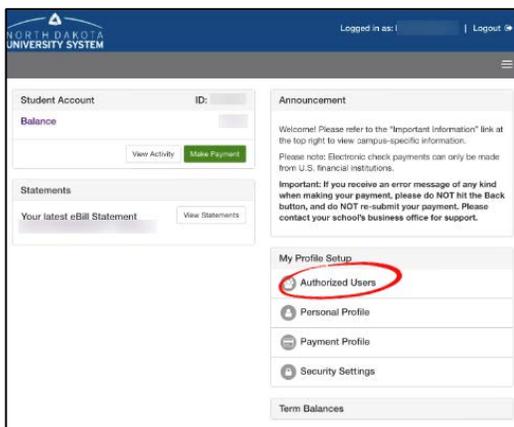
4. In the "Add an Authorized User" box enter your authorized user's email address and answer the two questions then click "Continue"
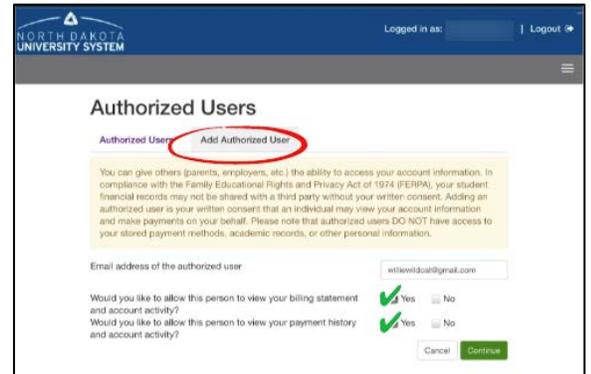
5. In the pop-up, click "I Agree" then "Continue"
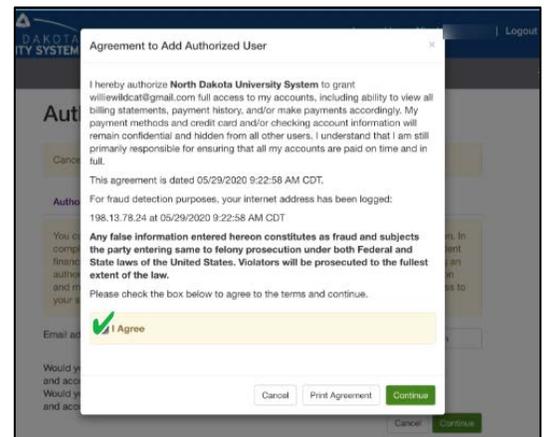
6. The Authorized User will receive two emails, one with their username and the other with their temporary password. The Authorized User will log in at www.ndscs.edu/campusconnection > Guest Page > Authorized User.....