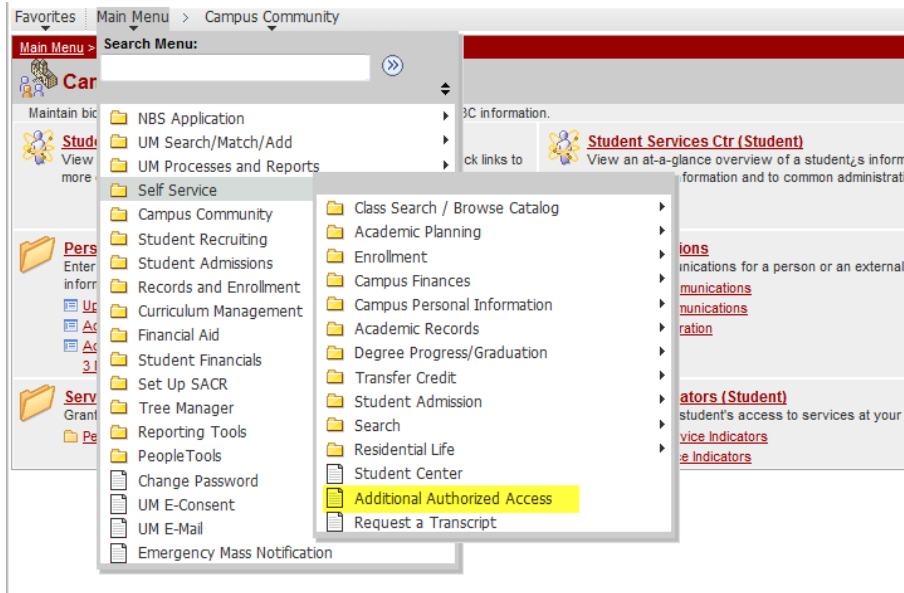


- Log into MyView
- Click Self Service
- Click Additional Authorized Access



- Enter in name and email address of person that is being granted access
- Click the boxes for the area that you are granting access

Additional Authorized Access

Student's Name go to ...

Additional Authorized Access

Students can grant other users direct and authorized online access to their student information, which may include, but is not limited to, schedule of classes, grades, financial aid, and student financial account information.

In authorizing Additional Authorized Access members, students acknowledge that the University is not responsible for any unauthorized disclosure of their student information by their registered members.

Below is a list of those members to which you have granted access.

1 of 1

Name

E-Mail Address

Confirm E-Mail

Access Granted Student Account Information Directory Information
 Academics Financial Aid

[Explain These Options](#)

- Click Save
- An email will be sent to the person that you gave access with an email about how to set up their account