
THE GEORGE
WASHINGTON
UNIVERSITY

WASHINGTON, DC

Setting up an Authorized User in eBill

THE GEORGE WASHINGTON UNIVERSITY WASHINGTON, DC

STUDENT ACCOUNT eBILL

Logout

My Account Make Payment Payment Plans Deposits Refunds Help

Announcement

Welcome to Your Student Account!

Please note that Title IV refunds will be processed automatically unless you've updated your voluntary online authorizations in GWEB.

How eBill Works

How to Read Your Statement

Student Account

Balance \$0.00

Make Payment View Activity Enroll in Payment Plan

Statements

Your latest eBill Statement Statement (8/26/17) View

My Profile Setup

Authorized Users

Electronic Refunds

Notifications

- Under **My Profile Setup** on the **eBill** homepage, select the **Authorized Users** tab.

Authorized Users

From this page, 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.

▶ Current Authorized Users

▼ Add Authorized User

E-mail address of the authorized user:

marthawashington@email.com

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

Yes No

Would you like to allow this person to view your 1098-T tax statement?

Yes No

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

Yes No

Continue

Cancel



- Under **Add Authorized Users**, enter the email address of the user you wish to grant access to your **eBill**.

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Yes No

Would you like to allow this person to view your 1098-T tax statement?

Yes No

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

Yes No

Continue

Cancel



- Under **Add Authorized Users**, click on the **Yes** or **No** radio buttons next to the various access entitlements for your **eBill**.

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

Yes No

Would you like to allow this person to view your 1098-T tax statement?

Yes No

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

Yes No

Continue

Cancel



- Click on the **Continue** button when done

Agreement to Add Authorized User ×

I hereby authorize **The George Washington University** to grant marthawashington@email.com full access to my accounts, including ability to view all billing statements, payment history, and/or make payments accordingly. My payment methods and credit card and/or checking account information will remain confidential and hidden from all other users. I understand that I am still primarily responsible for ensuring that all my accounts are paid on time and in full.


This agreement is dated Thursday, October 19, 2017.

For fraud detection purposes, your internet address has been logged:

10/19/17 6:04:31 PM EDT

ANY FALSE INFORMATION ENTERED HEREON CONSTITUTES AS FRAUD AND SUBJECTS THE PARTY ENTERING SAME TO FELONY PROSECUTION UNDER BOTH FEDERAL AND STATE LAWS OF THE UNITED STATES. VIOLATORS WILL BE PROSECUTED TO THE FULLEST EXTENT OF THE LAW.

Please check the box below to agree to the terms and continue.

I Agree 

- Review the **Agreement to Add Authorized User**, then check the **I Agree** checkbox and hit the **Continue** button.

- The **Authorized User** will receive an email containing a unique encrypted password and link to the **eBill** system to allow them to complete their registration.