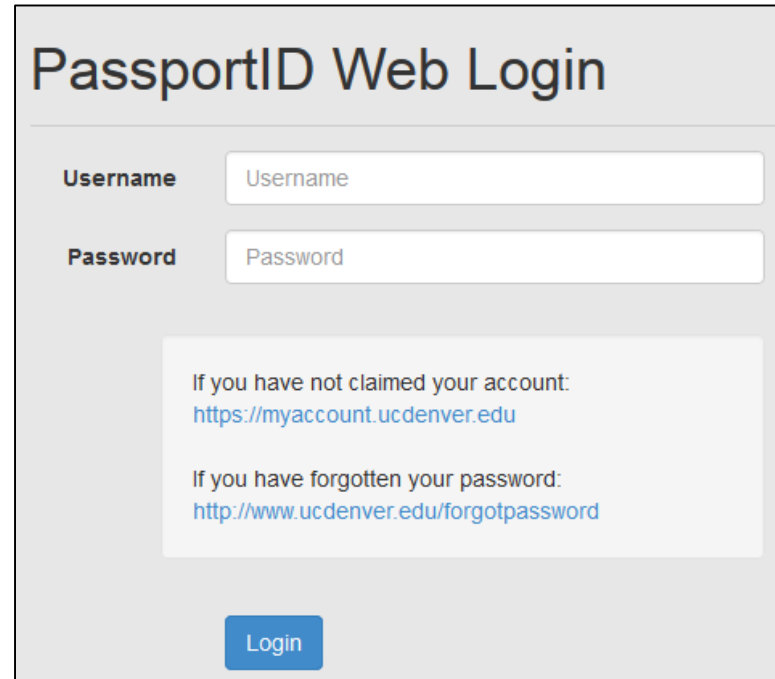


How to authorize payers



The image shows a screenshot of the "PassportID Web Login" form. The form has a title "PassportID Web Login" at the top. Below the title, there are two input fields: "Username" and "Password". The "Username" field contains the text "Username" and the "Password" field contains the text "Password". Below these fields, there is a light gray box containing two lines of text: "If you have not claimed your account:" followed by the URL <https://myaccount.ucdenver.edu>, and "If you have forgotten your password:" followed by the URL <http://www.ucdenver.edu/forgotpassword>. At the bottom of the form, there is a blue "Login" button.

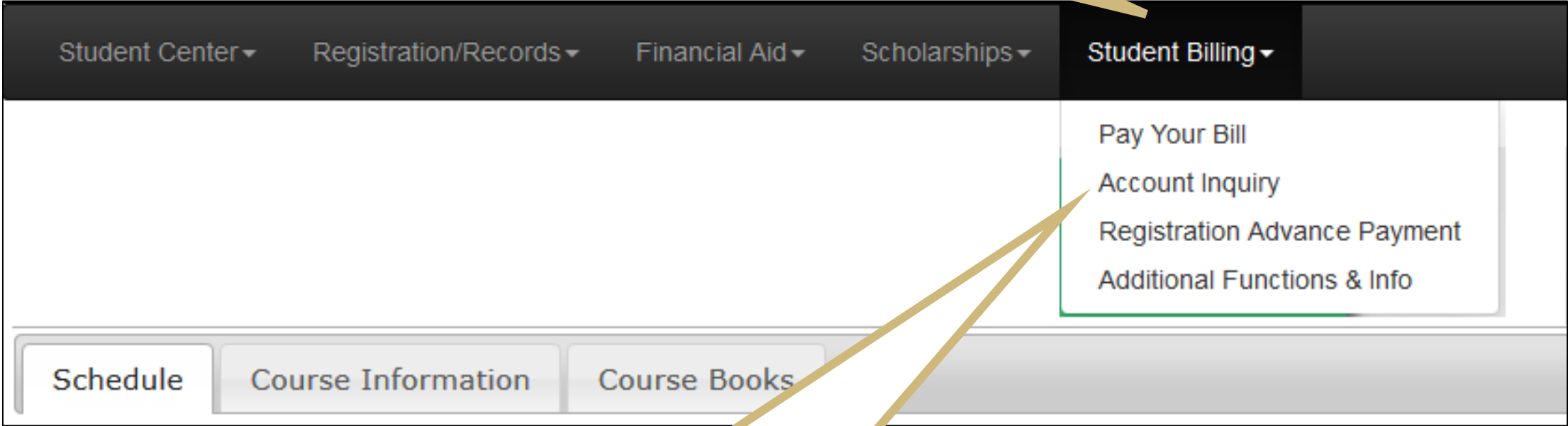
Log in to **UCDAccess**, <https://passport.ucdenver.edu/login.php>.



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Select Student Billing menu

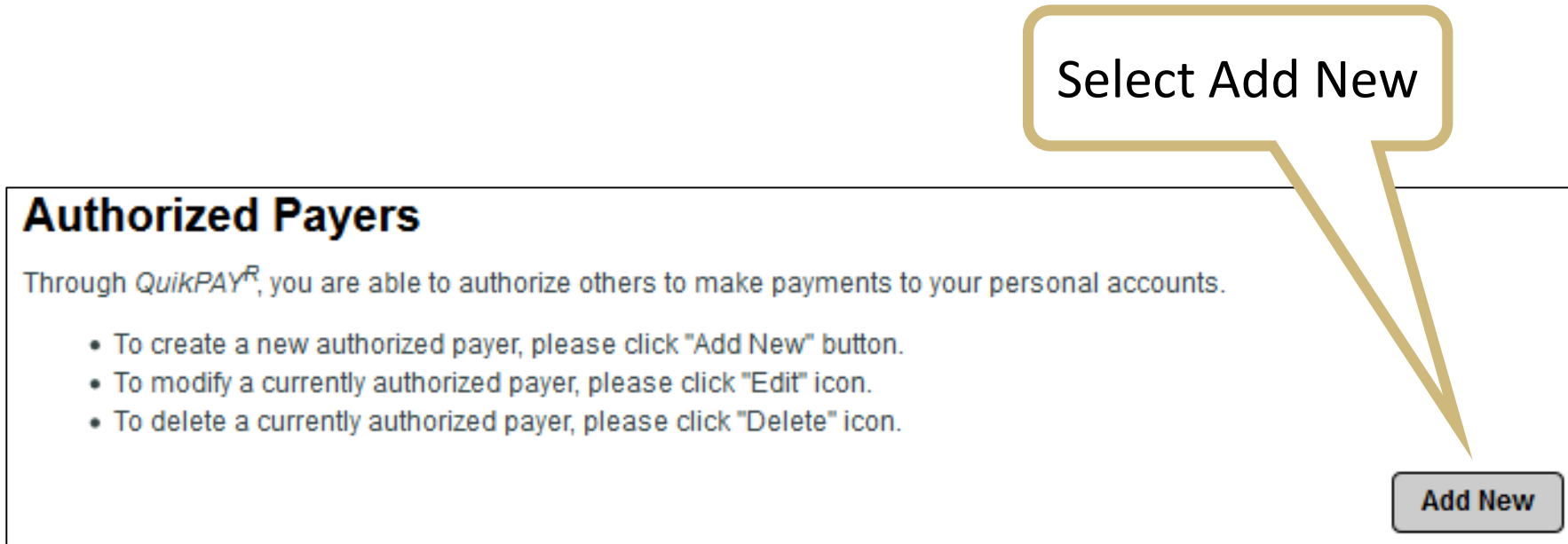


Select Account Inquiry



How to authorize payers





Authorized Payers

Through *QuikPAY[®]*, you are able to authorize others to make payments to your personal accounts.

- To create a new authorized payer, please click "Add New" button.
- To modify a currently authorized payer, please click "Edit" icon.
- To delete a currently authorized payer, please click "Delete" icon.

Add New

Select Add New



Add Authorized Payer

In compliance with the Family Educational Rights and Privacy Act of 1974 (as amended), your educational records and your student account information may not be released to a third party (e.g. your spouse, parents, sponsor, etc.) without your written permission. By creating an authorized payer, you are giving written consent for that individual to view your account information and to make payments towards your account.

Authorized Payer Information

Authorized Payer's Name:

Authorized Payer's Email:

Confirm Email:

Create Login Name:

Complete the information for your authorized payer.


Click Add





Authorized Payers

Through *QuikPAY[®]*, you are able to authorize others to make payments to your personal accounts.

- To create a new authorized payer, please click "Add New" button.
- To modify a currently authorized payer, please click "Edit" icon.
- To delete a currently authorized payer, please click "Delete" icon.

 The authorized payer has been created and notified by email.

[Add New](#)

Edit	Delete	Account Status	Name	Login Name	Email	Creation Date
		Active	Authorized Payer	AuthorizedPayer01	Authorized.Payer@gmail.com	05/10/2017

The process is now complete.