

## STUDENT ACCOUNTS CHECKLIST

- Students are required to eSign the Financial Obligation Agreement prior to registering for the semester.
  - Login to PrideNet; “My Profile”; “My Financial Obligation Agreements”; review the agreement and eSign for the academic year that you will be starting. (Each academic year this will be signed.)
- Set up your eRefund Account
  - Under the Financial Agreement, the college requires students to have an eRefund account on file. This will allow the college to direct deposit any refund due to the student.
- Authorized User – Students who want to have a parent/guardian to have access to view the bill and make payments will need to set their parent up in the Parent Portal. Click on “add user” and put in the parent/guardian’s name and email. (You can set up as many as you’d like). Authorized Users will be able to call the Student Accounts office to discuss their student’s bill. (FERPA regulation)