

How to Add an "Authorized Payer"

Log in to the BU Brain; click "My Accounts", on the next page click "Student Accounts Menu". At the Student Accounts Menu click on "QuikPAY-Student Payments". Log in again to verify your identity. Once in the QUIKPAY account click on the "Authorize Payers" link on the menu on the left.

BINGHAMTON UNIVERSITY
State University of New York

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Message Board

Welcome to the *QuikPAY[®]* system. Through *QuikPAY[®]*, you are conveniently able to:

- manage your payment profiles
- authorize others to make payments on your behalf
- quickly make payments to your account
- and more - all online!

Please choose from the list of options located in the column to the left.

ALL students are required to confirm their enrollment. It is through the "Confirm Enrollment" process through the BU Brain that students finalize their course registration and become eligible to have financial aid processed.

ALL students must confirm their enrollment by the end of the first week of classes in order to avoid course cancellation.

QuikPAY[®] also offers context-sensitive help. Simply click on the question mark next to a field to get help.

Click on "Add Payer" on the right

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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](#)

Edit	Delete	Name	Login Name	Email
--No Authorized Payers Saved--				

Follow the directions and click "Add". Please NOTE the Login Name and passwords are case sensitive. The Authorized Payer will receive an email letting them know that they have access and a link they should save in their "Favorites" or "Bookmarks". Authorized Payers will receive emails when a statement is generated.

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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.

Name:

Create Login Name:

Password:

Confirm Password:

Email:

[Add](#) [Cancel](#)

NOTE: ALL Names and Passwords are case sensitive.
 Login Name must be at least six(6) characters long and can only include letters and numbers.
 Password must be at least eight(8) characters long, contain at least 2 letters and at least 2 numbers.