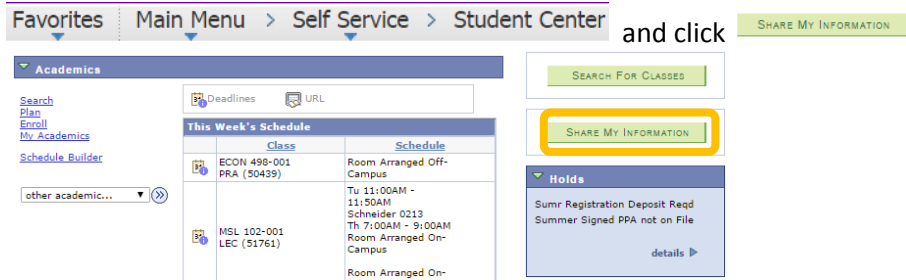


# Parent/Guest Access

Students have the ability grant permission for a parent or guest to access specific student account information including contact information, emergency contacts, bills, financial aid, grades, holds and, to do lists. A student may revoke access to a guest at any time, without notice to the guest.

Log into CampS and go to **Favorites** **Main Menu** > **Self Service** > **Student Center** and click **SHARE MY INFORMATION**



- Click **DELEGATE ACCESS TO A NEW CONTACT** then read and click **I ACCEPT** to the terms and conditions

Personal Information	Security	Participation
share my information	personal identification number (pin)	private id

### Share My Information

**Share My Information - Terms and Conditions**

In compliance with the Federal Family Education Rights and Privacy (FERPA), the university is prohibited from providing non-directory information from your student records to a third party. This restriction applies, but is not limited, to your family, your spouse, or an employer.

FERPA is a Federal law that is administered by the Family Policy Compliance Office (Office) in the U.S. Department of Education (Department), 20 U.S.C. § 1232g; 34 CFR Part 99. Once a student enrolls at a postsecondary institution, he or she becomes an "eligible student," and all rights formerly given to parents under FERPA transfer to the student. The eligible student has the right to have access to his or her education records, the right to seek to have the records amended, the right to have control over the disclosure of personally identifiable information from the records (except in certain circumstances specified in the FERPA regulations, some of which are discussed below), and the right to file a complaint with the Department. The term "education records" is defined as those records that contain information directly related to a student and which are maintained by an educational agency or institution or by a party acting for the agency or institution.

I understand that, by clicking the "I accept" button below, I am giving written consent for the University to disclose student information specified by me herein to the individual(s) identified as a contact name for the purpose of facilitating the administration of the specified information. I am entitled to change, amend or rescind this authorization at any time.

**I ACCEPT**

**I DECLINE**

- Provide delegate information and select what information you want them to have access.

### Share My Information

#### Share My Information - Details

\*Contact First Name  \*Contact Last Name

\*Relationship:

\*Contact Email Address:

\*Confirm Email Address:

Contact Status: Unknown

Transaction Name	Description	Start Date	Transaction Status
<input type="checkbox"/> Contact Information	Delegate the ability to view your phone numbers, email addresses and addresses.		
<input type="checkbox"/> Emergency Contacts	Delegate the ability to view and update your emergency contacts.		
<input type="checkbox"/> View Bills	Delegate the ability to view and discuss your financial account.		
<input type="checkbox"/> View Financial Aid	Delegate the ability to view and discuss your financial aid awards and potential eligibility.		
<input type="checkbox"/> View Grades	Delegate the ability to view your grades.		
<input type="checkbox"/> View Holds	Delegate the ability to view the holds placed on your record for specific services.		
<input type="checkbox"/> View To Do List	Delegate the ability to view the pending items on your to do list.		

**SELECT ALL** **CLEAR ALL**

**SAVE**