- 1) Flywire CRS system
 - a. Access the MANAGE AUTHORIZED USERS under the QUICK LINKS on the ACCOUNT SUMMARY TAB
 - b. Or select Manage Authorized Users from the ACTIONS tab.

						-
					Manage Payment Methods	(1.5:11)
		Don't	forget about th	a compute cally part Eriday	Manage Notifications	
		Dont	torget about th	e campus rany next Pricay.	Manage Authorized Users	
Account Summary	Account Activity	Payment Plans	Make Payment		View All Activity	
	Mie		منالم	1010101010	View Plan History	
	IVIIS	s Rev	eme	1212121210	View Transaction History	
	Account Su	mmany		Ouick Lin	Edit Account	
	Current Term	and prior		Quick Ell	Change Password	
A	Account Balance \\	\$1,100.00		Manage Authorized Users	Manage Now	
Less Anticipated Aid 🚯 \$0.00						
Less Balance	e On Payment Plan	\$0.00			~	
Balance Due \$1,100.00 Due by 05/20/2021				~		
	re not on a payment pl	an for the current ter	m			
You a						

2) Click on ADD AUTHORIZED USER button

Account Summary	Account Activity	Payment Plans	Make Payment		
		Miss	Reveille 121	2121210	
entl	onnoinn	M	Authorized Use	ers	3
			Add Authorized User <u>Home</u>	Frester	

- 3) Agreement to Add Authorized Users
 - a. Enter the First and Last Name of the Authorized User
 - b. Select their relationship to the student
 - c. Email address of the authorized user- This email address will be used to send the authorized user login instructions and temporary password.

- i. This will also be the log in ID that the authorized user will use to access Flywire CRS.
- d. Read the agreement and check the acknowledgement to allow access to your account.
- e. Verify the information and choose Create

Add Authorized	User
They will have the ability to acce	ess your account
First Name	
Last Name	
Their relationship to you	
Select One	
Does the authorized user have an email address?	
• Yes O No	
- Their Email Address	
- Confirm Email Address	
NOTE: They will receive an email with login instructions	
I compliance with the Family Educational Rights and Privacy Act scords and your student account-related information may gener our parents, guardians, spouse, a third party, etc.) without your v uthorized User you are giving written consent for that individua formation, make payments towards your student account, enro lan details, and see any financial holds and TO DO items assigne formation about your student account details, your payment pl ella s financial holds and TO DO items assigned to you to your A videfinite. To withdraw this consent, you would need to remove th	t of 1974 (as amended), your educational ally not be released to a third party (eg. written permission. By creating an 16 oview your detailed student account 11 in a payment plan or see your payment d to you. You also authorize us to provide an (if you are enrolled in a payment plan) as uthorized Users. This authorization is he individual's Authorized User status.
By clicking this I am acknowledging that this authorized payer ancial details.	r will have access to all my student accour
Create	

- 4) Current Authorized Users
 - a. From here you can view all authorized users.
 - b. Verified No (Resend Link) Authorized User has not been verified
 - c. Verified- Yes Authorized User has been verified

Account Summary	Account Activity Paymer	t Plans Make Payment		
	Ν	liss Reveille	e 1212121210	
		Authorize	ed Users	
		Add Author	rized User	
	Name	Email	Verified	🔶 Has Access 🛛 🔶
Edit <u>View Activity</u>	Mom Reveille	demo12@tamu.edu	No <u>(Resend Link)</u>	Yes, has access.
		Hor	ne	

Authorized Users

	Name	🔶 Email	Verified 🕢 🗣 Has Access
<u>View Activity</u>	Mom Reveille	demo12@tamu.edu	Yes Yes, has access.
		Paver Home	