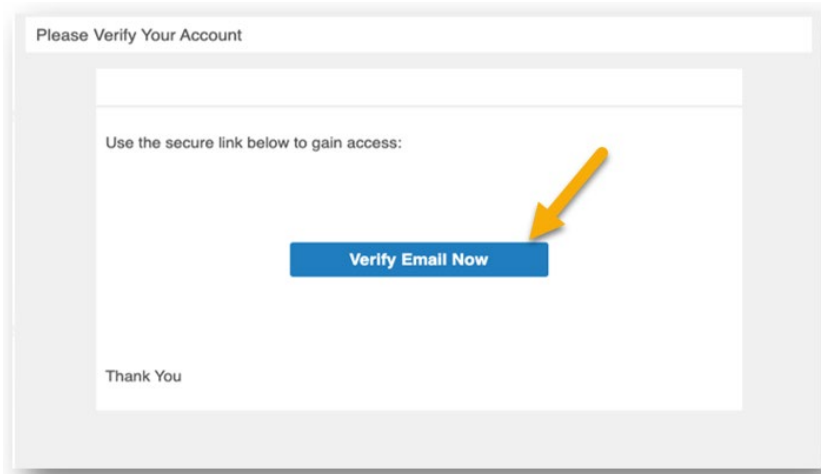


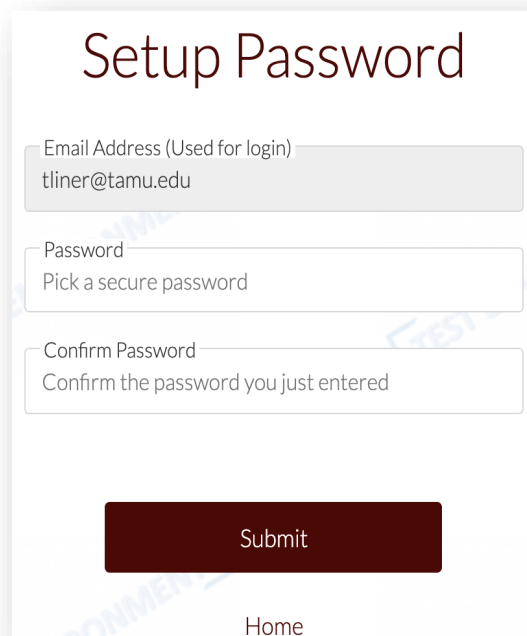
Authorized User Log In

Authorized User View

- 1) Verification email received.
 - a. Authorized user will select the **Verify Email Now** tab



- 2) Setup a **password** for Bill Payment Center and verify the **email address** and select **Submit**.

A screenshot of a "Setup Password" form. The form has three input fields: "Email Address (Used for login)" with the value "tliner@tamu.edu", "Password" with the placeholder "Pick a secure password", and "Confirm Password" with the placeholder "Confirm the password you just entered". Below the fields is a dark red "Submit" button and a "Home" link.

3) Log in to **Bill Payment Center**

- a. Authorized user will use the email address they provided and password they set up.

The screenshot shows the 'Manage Your Texas A&M University Account' login page. At the top left is the Texas A&M University logo and 'Student Business Services'. At the top right is a 'Contact Us' link. The main heading is 'Manage Your Texas A&M University Account'. Below it is the instruction 'Login to manage your Texas A&M University account.' There are two input fields: 'E-mail Address' and 'Password'. Below the password field is a link for 'Forgot Password?'. At the bottom are two buttons: a dark red 'Log In' button and a white 'Create New Account' button.

4) If applicable, choose the **student account** you want to view.

The screenshot shows a selection screen titled 'Which Student Account Would You Like To View?'. It lists three student accounts, each with a Texas A&M logo, the student's name, their Student ID, and the text 'Texas A&M University'. A right-pointing arrow is next to each entry. The accounts are: Terrie Liner (Student ID: 60200), Camille Rae Pedersen (Student ID: 31800), and Kathleen L. Shehi (Student ID: 1210C).