

ADDING AN AUTHORIZED USER TO A LOGGER CENTRAL ACCOUNT

For questions, call 217-786-2480 or email Student.Accounts@llcc.edu.

- 1. Log into Logger Central and click the Student Finance tile.
- 2. Click on the Student Finance link at the top to get a drop-down menu, then click on Pay in Full.
- 3. Click Continue to Payment Center.
- 4. On the right under My Profile Setup, click Authorized Users.

Logged in an Nichole D Coffey Logged in an Nichole D Coffey					
# My Account Make Payment Help				٠	
Announcement	Save time when paying. Set up a preferred payment profile in the Payment Profile page.		My Profile Setup		
Welcome to the Lincoln Land Community College Student Account Center	Student Account	ID: xxx0497	Authorized Users		
Adding an authorized user is easyl and more. Adding an authorized user is easyl Voi can allow your parent or guardiant to access your account to make symmets and way our current account acking, Under the My Profile Selay mem on the right, cirk the Authorized User mem. Clock the Aid Authorized User hab and complies the setup information.	Balance	\$100.00	Personal Profile		
		Make Payment	Payment Profile		
			Security Settings		
			Consents and Agreements		
			Term Balances		

5. Click on Add Authorized User.

Lincoln Land Community College		Logged in as: Nichole D Coffey Logout ()
My Account My Profile Make Payment	Help	
Aut	norized Users	
Autho	ized Users Add Authorized User	
No au	norized user has access to your account information.	

6. Enter the email address for the user you wish to add, and select if you would like them to have access to your account balance information. Then click Continue.

Lincoln Land Community College		Logged in as: Nichole D Coffey Logout B
A My Account My Profile Make Pay	ment Help	•
	Authorized Users	
	Authorized Users Add Authorized User	
	You can give others (parent: employer, etc.) the ability to access your account information. In compliance with the Family Educational Right and Privacy Ac of 1970 (PHRM), your student financial records may not be shored with a hirty party utilitod your written censent. Adding an authorised user is your aritem consent that an individual may size your access information and made spanners on your behalf. Please note that authorized users DO NOT have access to your stored payment methods, academic records, or other personal information.	ct
6	mail address of the authorized user	
· · · · · · · · · · · · · · · · · · ·	iculd you like to allow this person to view your payment history and account balance?	и —

7. Read through the Agreement to Add Authorized User, and click I Agree. Then Continue.

Lincoln Land Community College	Agreement to Add Authorized User X	Logged in as: Nichole D Coffey Logout Re
	I hereby authorite Lincoln Land Community College to grant nooffey99@vahoo.com partial access to my accounts.	A
Authori	inclusing ability to view my payment hierony and/or make payments accordingly. My payment methods, billing statements, and credit card and/or checking account information will remain confidential and hidden from all other users. I understand that I am still primarily respectible for ensuring that all my accounts are paid on time and in full.	
Authorized Us	This agreement is dated 21/09/22 0:07:36 AM CDT.	
	For fraud detection purposes, your internet address has been logged:	
You can give d	66.99.96.12 at 21/09/22 8:07:36 AM CDT	end Privacy Act
of 1974 (FERP consent that a your stored pa	Any false information entered hereon constitutes as fraud and subjects the party entering same to felony prosecution under both Federal and State laws of the United States. Violators will be prosecuted to the fullest extent of the law.	s your written tave access to
Email address of	Please check the box below to agree to the terms and continue.	
Would you like to	□ 1 Agree	
		cel Continue
	Cancel Print Agreement Concern	

8. The authorized user will get an email with instructions on how to log in and view your account information or make payments.