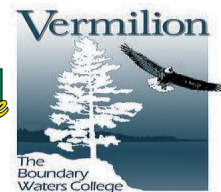




**MINNESOTA STATE**  
Northeast Higher Education District

# Proxy Payer Access

*Give Someone Access to Pay My Bill*



# Proxy Payer Access Allows for Someone to:

- ✓ *View Account Detail*
- ✓ *Make a Payment*
- ✓ *Make a Prepayment*
- ✓ *Enroll in a Nelnet Current Term Payment Plan*



**MINNESOTA STATE**  
Northeast Higher Education District

Proxy Access

https://hibbing.edu/

Hibbing Home | Hibbing C... X

File Edit View Favorites Tools Help

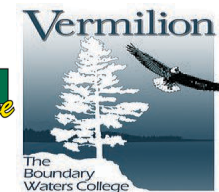
Oracle Enterprise Perform... ITS Help Desk

CONTACT ABOUT HCC DIRECTORY MAPS & DIRECTIONS SITEMAP

**HIBBING**  
COMMUNITY COLLEGE

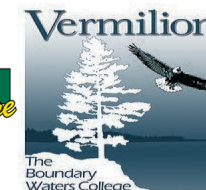
RESOURCES FOR EVENTS **QUICK LINKS** SEARCH ASK US

ACADEMICS ADMISSIONS FINANCIAL AID ATHLETICS CAMPUS SERVICES TRAINING **VISIT** **APPLY NOW**





The screenshot shows a red navigation bar with the following items: RESOURCES FOR (with a group of people icon), EVENTS (with a calendar icon), QUICK LINKS (with a list icon), SEARCH (with a magnifying glass icon), and ASK US (with a speech bubble icon). Below this bar, a white dropdown menu is open under 'QUICK LINKS', listing the following options: E-Services (circled in black), Register for Courses, Email Login, Course Schedule, D2L Brightspace, Transfer Information, and Nelnet Payment Plan. Other visible text on the page includes 'ETICS', 'CAMPUS SERVICES', 'TR', and 'APPLY NOW'.





## Please login to continue.

The '\*' indicates a required field.

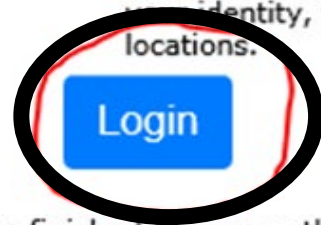
\* StarID:

[Need Login Help?](#) Need an ID? [Sign Up Now.](#)

\* Password:

Institution:  ▼

Display Name:  Display and print your name until next login. To protect your identity, you may wish to print only at secured locations.



You must **logout** when finished to ensure that nobody else gains access to your records.

**IMPORTANT** - Please email [Wendy Greenwood](#) or call 218-2627207 for any current address changes.



for the



- Student e-services**
- Dashboard
- Home
- Account Management
- Courses & Registration
- Academic Records
- Financial Aid
- Housing and Dining
- Bills and Payment**
- Contact Us
- Campus**
- Return to HCC Web Site
- How to Register/Check Grades
- Course Schedules
- Financial Aid
- Getting Started in Online Learning
- Hibbing Community College**
- 1515 East 25th Street

## My Dashboard

HCC ID [REDACTED] [My Profile](#) | [Logout](#)

Welcome to Minnesota State Colleges & Universities eServices.

### Action Items

- [Please enter, verify or update your permanent address.](#)
- [Sign up now to get your year-end tax form for tuition -- online.](#)
- [Tax Form W-2 Wage and Tax Statement - to receive it online, enroll now.](#)
- [You have an unpaid balance of \\$619.91.](#)

### Class Schedule

▼ Current Term: Summer 2019

School	Class	Days	Time	Bldg/Room
Hibbing CC	Microbiology	NA	NA-NA	NA/NA

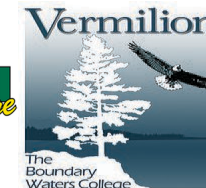
► Next Term: Fall 2019

### Financial Aid - Academic Year 2019

School	Status
Hibbing CC	Award Information is ready for you to review. <a href="#">Click here</a> to review your Financial Aid status.
Itasca CC	Your application requires additional information. Please <a href="#">click here</a> for more information.
Lak Superior	Nothing on file
Mesabi Range	Your application requires additional information. Please <a href="#">click here</a> for more information.

### My Minnesota State School Summary

- Hibbing Community College**
- [Itasca Community College](#)
- [Lake Superior College](#)
- [Mesabi Range College](#)



- Student e-services**
- Dashboard
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- Financial Aid
- Housing and Dining
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- Account Detail
- Make Payments
- Prepayments
- Payment Plan
- 1098-T Tax Form
- Student Employment
- Contact Us
- Campus Links**
- Return to HCC Web Site

## Bills and Payment

### Account Balance By Institution

[View Account Detail](#)

**Total Account Balance For All Institutions: \$ 619.91**

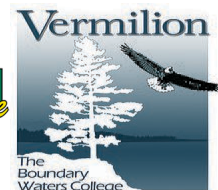
Institution	Balance
<b>- Hibbing Community College</b>	\$ <u>599.91</u>
<p>✔ Summ 2019: Based on our receipt of your financial aid application, you will remain enrolled in your courses. You are responsible to cancel your registration if you do not plan to attend.</p> <p>Drop for Non-Payment for SUMMER Semester tuition will be JUNE 7, 2019. You must do one of the following before JUNE 7, 2019; File for financial aid, pay \$300.00 or 15% of your tuition balance, or enroll in Nelnet Payment Plan online. Please contact the HCC business office with any questions about your balance due and drop-for-nonpayment schedule. Tina, 218-262-7205</p>	
+ Itasca Community College	\$ <u>20.00</u>
+ Lake Superior College	\$ <u>0.00</u>
+ Mesabi Range College	\$ <u>0.00</u>

[Make a Payment](#)

[Make a Prepayment](#)

[Give Someone Access to Pay My Bill](#)

[Nelnet/FACTS Payment Plan](#)



- Student e-services**
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HCC ID [REDACTED] | [My Profile](#) | [Logout](#)

## Accept Terms and Conditions

Minnesota State Colleges and Universities Terms and Conditions

As of: 12/22/2011

1. Purpose / Scope: These Terms and Conditions apply to all information contained, collected, submitted, or transmitted on the Minnesota State eServices website (the "Site"). Minnesota State reserves the right to modify this policy at any time without prior notice, and such changes will be posted on this page or a similar page on the Site.
2. By using this optional feature, you will be providing identified individual(s) ("Alternate Payers") access to your Bills and Payment account for the purpose of making payment(s) on your behalf. If you decide to use this service, the following information about you will be accessible to the alternate payers you identify: itemized charges and fees, outstanding balance, payment history and enrollment information. Do not use this system if you do not want this information to be available to alternate payers. If you name more than one alternate payer, you should understand that each of them will have access to the listed information about you.
3. Students will not have access to personal financial information about payers but will have access to information about payments made on their accounts.
4. You assume all responsibility for any potential financial aid and/or tax implications of someone making a payment on your behalf using this Site. Consider carefully who you identify as an alternate payer; it is recommended that you name only

**I accept these Terms and Conditions**

**I do not accept these Terms and Conditions (Selecting this option will terminate access for anyone else to view and pay your bills.)**

Continue

Cancel





- Student e-services**
- Dashboard
- Home
- Account Management
- Courses & Registration
- Academic Records
- Financial Aid
- Housing and Dining
- Bills and Payment
- Student Employment

HCC ID [REDACTED] | [My Profile](#) | [Logout](#)

## Allow someone else access to view and pay my bills

You are responsible for your bill even if you give someone else access to your account. Access should be limited to family members and is valid for six months.

**Add a payer**

First Name

Last Name

Email Address

Send or Renew Access Request

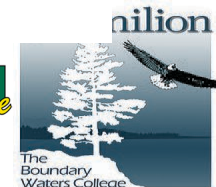
Edit

Delete

Save

Cancel

[View terms and conditions](#)



## Example of First E-mail Notification

Student Student has given you access to view or pay their bills from Minnesota State Colleges and Universities (MnSCU) schools:

- Minneapolis Community and Technical College
- Normandale Community College
- Saint Paul College
- St Cloud Technical and Community College

Bookmark or save the web address below and then use it to activate your access.

<https://eservicespt.mnstate.us/finance-student/proxy/uuid/1ef2ad86-2f4d-4f5e-9e87-56d41e60e68d>

You must activate your access within 5 days, so please click on the web address or copy it into a browser BEFORE 1/23/2018 12:50 PM.

You will receive an email containing an access code. Return to the web address and use the access code to log into the student's account.

Please note:

- The student may, at any time, revoke your access. They can also choose to renew your access after it expires or after it is revoked.
- The student may grant similar access to others.
- You must contact the student if you lose the web address for the student's account. The student can initiate a new access notice email at any time. You will need to activate a new access code whenever you receive a new "notice of access" email.

If you have questions or need further assistance, please call:

1-877-GO-MNSCU (1-877-466-6728) Monday through Friday between 7:00 AM and 5:00 PM.



## Example of Second E-mail Notification

You have activated your access to the Minnesota State Colleges and Universities Bills and Payments account for Student Student.

Your access code is **pA1eUYN3**

Return to the web address for this student's Bills and Payments account and log in with this access code. Keep this access code in a secure location.

Did you forget the web address?

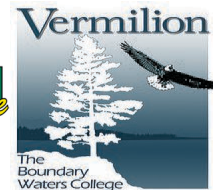
-- The web address is in the "notice of access" email that you received for Student Student. Contact the student if you no longer have that email or that web address. The student can select a "Send or Renew Access Request" option which will send you [a new email with the web address.](#)

--NOTE: You will need to activate a new access code whenever you receive a new "notice of access" email.

If you have questions or need further assistance, please call:

1-877-GO-MNSCU (1-877-466-6728) Monday through Friday between 7:00 AM and 5:00 PM.

Thank you.




- **Enter the Access Code**
- **Select Log In**

## Welcome to MnSCU Student Account Access

To log in, enter your access code, then click the Log In button.

Access Code:

Log In

[Forgot Access Code?](#)





Once the access code has been entered, the proxy payer now has access to:

- View Account Detail
- Make a Payment
- Make a Prepayment
- Enroll within a Nelnet/FACTS Payment Plan

**Campus Links**

- [BSU Bookstore Booklist](#)
- [Return to MyBSU](#)
- [Faculty/Staff Directory](#)
- [Class Schedule](#)
- [Registration Help](#)

**Bemidji State University**

1500 Birchmont Drive NE  
Bemidji, MN 56601-2699

Phone:  
218-755-2001

Toll-free:  
1-800-475-2001

Telecommunications Device for the Deaf:  
1-800-627-3529

Fax:  
218-755-2048

**Alternate Payer: Test Test for Student: Dann Alia**

### Bills and Payment

#### Account Balance By Institution

[View Account Detail](#) ?

**Total Account Balance For All Institutions: \$ 2,891.25** ?

Institution	Balance
- Bemidji State University	\$ <u>2,891.25</u>
The lesser of \$300 or 15% of fees/tuition is due 15 business days prior to the beginning of the semester.	
+ Minnesota State Community and Technical College	\$ <u>0.00</u>

[Make a Payment](#) ?   [Make a Prepayment](#) ?

[Nelnet/FACTS Payment Plan](#) ?

