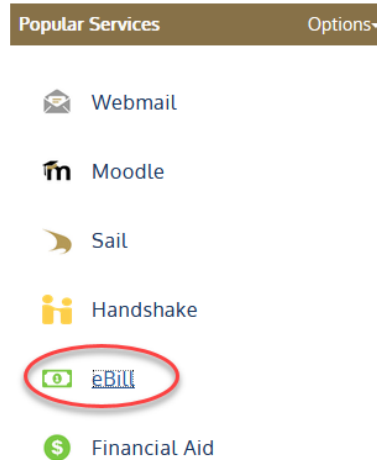


Add an Authorized User to eBill

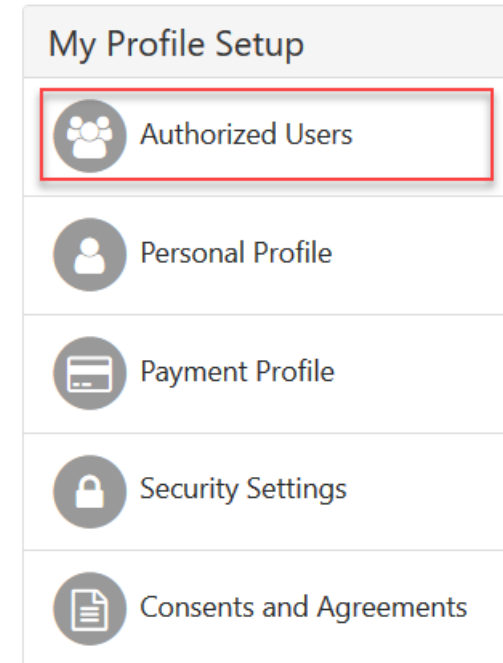
1. Click MySAIL from the OU home page and login with your NetID and password



2. Select eBill from the Popular Services menu.



3. Select Authorized Users from the Profile menu on the right side of the screen.



4. Select “Add Authorized User” and enter the e-mail address of the person you are adding, authorize access and click Continue.

Authorized Users Add Authorized User

Email address of the authorized user

Would you like to allow this person to view your billing statement and account activity?
 Yes No

Would you like to allow this person to view your 1098-T tax statement?
 Yes No

Would you like to allow this person to view your payment history and account activity?
 Yes No



5. Check I Agree and click Continue.

Agreement to Add Authorized User ×

I hereby authorize **Oakland University** to grant robertbii@yahoo.com full access to my accounts, including ability to view all billing statements, payment history, and/or make payments accordingly. My payment methods and credit card and/or checking account information will remain confidential and hidden from all other users. I understand that I am still primarily responsible for ensuring that all my accounts are paid on time and in full.

This agreement is dated Saturday, January 5, 2019.

For fraud detection purposes, your internet address has been logged:
141.210.110.108 at 1/5/19 11:25:28 AM EST

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.

Please check the box below to agree to the terms and continue.

I Agree