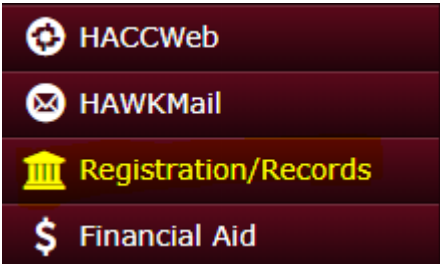


Payer Invitation

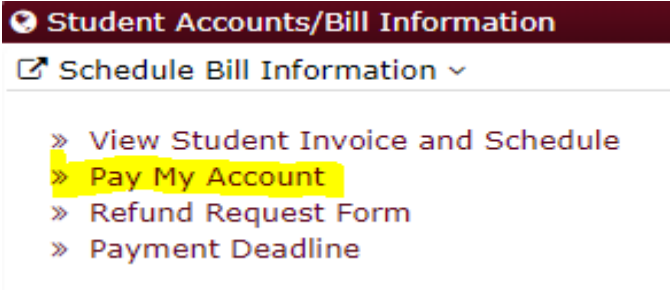
Students can invite parents, guardians or other users to have access to make payments, view payment history and balance on account. They will not have access to financial aid, grades or other online student information.

Log in to your myHACC account at myhacc.hacc.edu using your HAWKMail prefix for your User ID and enter your password. If you are not sure of your HACC password, follow the [Forgotten Password](#) link.

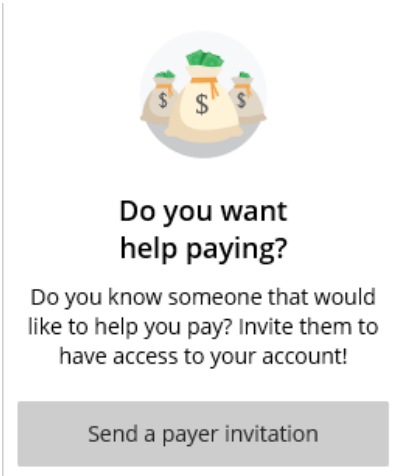
➡ On the Student tab, Select Registration/Records on the left navigation bar



➡ Under Student Accounts/Bill Information click on Pay My Account



➡ Click Overview on Navigation and scroll down



➡ Complete the Payer information. Fields with an * are required

Payer information

* First name

* Last name

* Email address

* Confirm email address

Message to payer

Maximum 250 characters

You can include a message to the payer i.e. 'Mom I gave you access to make payments on my HACC account'.
This message will be delivered in the email the payer receives.

➡ Send invitation and you will receive the following message



Success! An invitation has been sent

Payer will receive an email containing the authorize user login, temporary password and a link to access the site. Student can remove users access anytime.