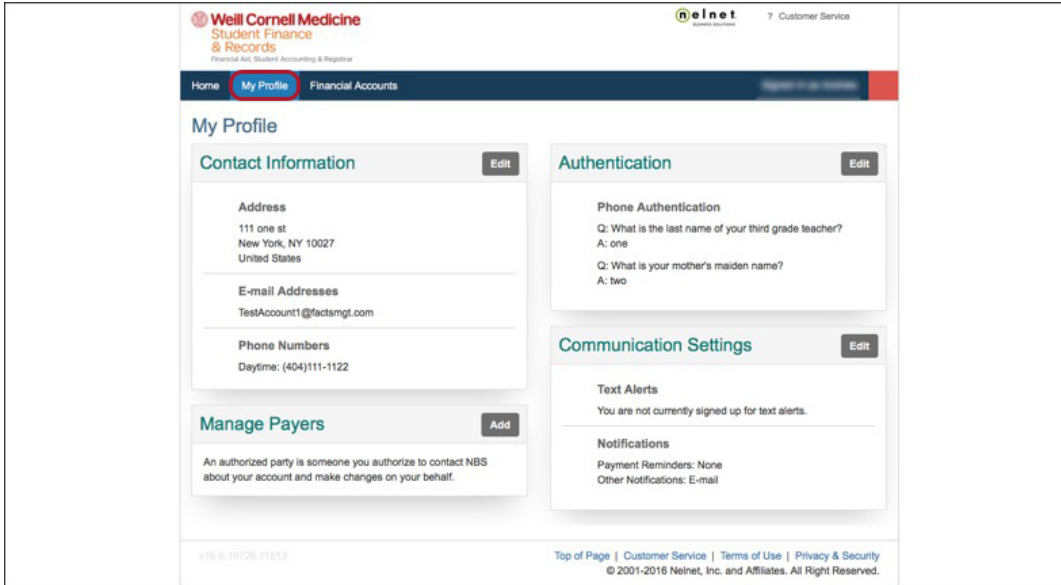


## Student Billing Portal in the Student Information System

### My Profile Page

Your profile page is where you can manage the settings of your account. Just click on **My Profile** in the menu bar.



The screenshot displays the 'My Profile' page of the Weill Cornell Medicine Student Finance & Records portal. The page is titled 'My Profile' and features a navigation bar with 'Home', 'My Profile', and 'Financial Accounts'. The main content area is divided into several sections:

- Contact Information:** Includes fields for Address (111 one st, New York, NY 10027, United States), E-mail Addresses (TestAccount1@factsmgt.com), and Phone Numbers (Daytime: (404)111-1122). An 'Edit' button is located to the right of this section.
- Authentication:** Contains a 'Phone Authentication' section with two questions: 'Q: What is the last name of your third grade teacher?' (A: one) and 'Q: What is your mother's maiden name?' (A: two). An 'Edit' button is located to the right of this section.
- Communication Settings:** Includes a 'Text Alerts' section stating 'You are not currently signed up for text alerts.' and a 'Notifications' section showing 'Payment Reminders: None' and 'Other Notifications: E-mail'. An 'Edit' button is located to the right of this section.
- Manage Payers:** Features an 'Add' button and a description: 'An authorized party is someone you authorize to contact NBS about your account and make changes on your behalf.'

The footer of the page includes the version number 'v16.6.10726.11513' and a copyright notice: '© 2001-2016 Nelnet, Inc. and Affiliates. All Right Reserved.' Links for 'Top of Page', 'Customer Service', 'Terms of Use', and 'Privacy & Security' are also present.

By clicking on the **Edit** button in each box (e.g., Contact Information), you can change your settings.

## Changing Contact Information

Click the **Edit** button to the right of Contact Information, and edit your contact information on the following page. Click the **Save** button at the bottom of the form.

[Back to My Profile](#)

### Contact Information

Required fields are marked with a \*

\*Country

\*Address

[Add Another Line](#)

\*City  \*State

\*Zip / Postal Code  \*Time Zone

\*E-mail Address 1

[Add another e-mail address](#)

E-mail correspondence will be sent to all e-mails provided.  
All correspondence will be sent via e-mail only.

**Please note:** One phone number is required.

Daytime Phone

Evening Phone

Mobile Phone

To stay informed and receive the best service, I authorize NBS and its representatives and agents to contact me regarding my account at any current and future numbers that I provide for my cellular telephone or other wireless device using automatic dialing systems, artificial or prerecorded messages, and/or SMS text messages.

By clicking 'Save' below, you agree to such contact related to your account.

[Cancel](#)

## Manage Payers

Click the **Edit** button to the right of Manage Payers to add authorized users to pay your bills online on your behalf. Once you complete the form, click the **Save** button at the bottom.

[Back to My Profile](#)

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### Add Authorized Party

First Name  Last Name

#### Authorized Party Access

Authorized Parties will have access to your Weill Cornell Medical account balance and the activity that the Authorized Party has initiated on your behalf, such as payments. They do not have access to your contact information, user credentials, other Authorized Parties or your financial account information.

Include the details that make up my balance

#### Authorized Party Authentication

Create a question that the authorized party will know the answer to. You may want to inform the authorized party of this question and answer.

Authorized Party Authentication Question  
 e.g. What year did we go to Florida?

Authorized Party Authentication Answer  
 e.g. 2010

#### Web Access

Enter an e-mail address to allow this person to create an account and pay online. An e-mail will be sent to this address upon save. If the E-mail Address field is left blank, the authorized party will only be able to discuss your account with NBS over the phone.

E-mail Address

#### Terms and Conditions

In compliance with the Family Educational Rights and Privacy Act of 1974 (as amended), your educational records and your student account information may not be released to a third party (e.g. your spouse, parents, sponsor, etc.) without your explicit permission. By creating an Authorized Party you are giving explicit consent for that individual to view and discuss your account information, make payments on your behalf, and for us to provide information to that individual about the balance of your account. This authorization will remain in effect until you remove the individual as an Authorized Party on your account.

By adding this Authorized Party you, Andrew Hillman, agree to the terms and conditions.

[Cancel](#)

## Authentication

Click the **Edit** button to the right of Authentication to change your security questions. Click **Save** once you are done.

[Back to My Profile](#)

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### Authentication

#### Phone Authentication

These questions will be used by NBS customer service to validate your identity when you make inquiries by telephone.

Question 1

What is the last name of your third grade teacher? ▾

Answer 1

one

Question 2

What is your mother's maiden name? ▾

Answer 2

two

[Cancel](#) [Save](#)

## Communication Settings

Click the **Edit** button to the right of Communication Settings to receive notifications from the billing portal. Click **Save** when you are done.

[Back to My Profile](#)

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### Communication Settings

#### Text Alerts

**Did You Know?**

You can [sign up for text alerts](#) to receive payment reminders.

#### Terms & Conditions

#### Notifications

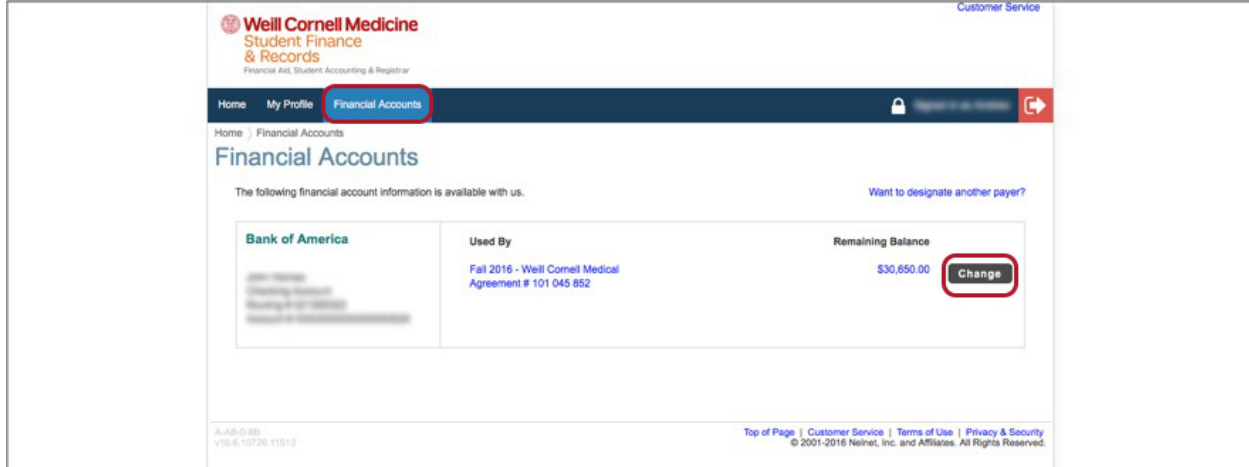
Payment Reminders  E-mail

Other Notifications Correspondence will be sent via e-mail only.

[Cancel](#) [Save](#)

## Financial Accounts

The Financial Accounts tab in the menu bar allows you to view the financial information the college has on file. If you would like to make changes to this, click the **Change** button.



The screenshot shows the 'Weill Cornell Medicine Student Finance & Records' portal. The navigation bar includes 'Home', 'My Profile', and 'Financial Accounts' (highlighted). The main content area is titled 'Financial Accounts' and shows a table with one entry for 'Bank of America'. The table has columns for 'Bank of America', 'Used By', and 'Remaining Balance'. The 'Used By' field contains 'Fall 2016 - Weill Cornell Medical Agreement # 101 045 852'. The 'Remaining Balance' is '\$30,650.00' with a 'Change' button next to it. A link 'Want to designate another payer?' is also present. The footer contains contact information and legal notices.

Bank of America	Used By	Remaining Balance
<small>Account Number Routing Number Billing Cycle Account Type</small>	Fall 2016 - Weill Cornell Medical Agreement # 101 045 852	\$30,650.00 <a href="#">Change</a>

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v16.6.10726.11513

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