

# CASHIER'S OFFICE & STUDENT ACCOUNTS

## Steps to Login as an Authorized Payer

1. Receive an email from ePay with Login Name:

>>> <ncsu\_production@quikpayasp.com> 02/06/06 1:14 PM >>>

Dear Parent Name,

Student Name has set you up as an authorized payer on their online student account. You have been assigned the following username: pname  
Please contact Student Name to learn your password.

You can access your new account at the following URL:  
<https://www.quikpayasp.com/ncstate/qp/login/authorized.do>  
Upon logging into the system you will be required to reset your password.

Regards,

QuikPAY Online Services

2. Contact student to ask for password.
3. Once password is received from student, go to <https://quikpayasp.com/ncstate/qp/login/authorized.do> to login. Login using Login Name and password given to you by student.

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## QuikPAY™ Login

Please enter your Login Name and Password in the fields below and then click the "Login" button.

|             |                          |
|-------------|--------------------------|
| Login Name: | <input type="text"/>     |
| Password:   | <input type="password"/> |

User Information is protected. Unauthorized access is prohibited.

The QuikPAY™ System requires the use of Microsoft® Internet Explorer 5.0 or newer or Netscape® Navigator 6.0 or newer that support JavaScript, Cascading Style Sheets (CSS), Cookies, and Secure Sockets Layer (SSL).

4. The ePay system will require the password to be reset. Enter the old password (given to you by student). Enter new password (create a new password for yourself). Confirm new password. Click "Continue".

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Student Name [ Authorized Payer Name ]

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## Password Change Required

For security reasons, you must change your password and confirm your primary email address. Your primary email address is used to email you a temporary password in the case that you lose your password.

Passwords based on dictionary words, names or dates are not secure. Passwords based on a passphrase can be both strong and easy to remember. For example: "My aunt Mae was born in 1923". By taking the first letter of each word, your password could be: "MaMwbi1923". If you are using a common phrase such as "There ain't no such thing as a free lunch" replace at least one letter with a number, for example: "T4nst44fl".

|                   |   |  |
|-------------------|---|--|
| Email:            | <input type="text" value="parent_email@aol.com"/> |  |
| Old Password:     | <input type="password" value="*****"/>            | (enter password given to you by student) |
| New Password:     | <input type="password" value="*****"/>            | (create a new password for yourself)     |
| Confirm Password: | <input type="password" value="*****"/>            | (confirm you new password)               |

[Continue](#)

**NOTE:** Password must be at least six(6) characters long and can only use letters and digits.

5. Click "Current Statement" to view your bill. Click "Make Payment" to pay online.

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Student Name [Authorized Payer Login] [Privacy Policy](#) [Contact Us](#) [Log Off](#)

**MESSAGE BOARD**

CHANGE PASSWORD  
PAYMENT PROFILES  
USER PREFERENCES  
CURRENT STATEMENT  
STATEMENT HISTORY  
MAKE PAYMENT  
TRANSACTION HISTORY

## Message Board

Welcome to the *QuikPAY™* system.

**\*\*\*\*PLEASE NOTE THAT VISA WILL NO LONGER BE ACCEPTED AFTER MAY 1, 2007. FOR MORE INFORMATION, PLEASE SEE <http://www.fis.ncsu.edu/cashier/news/default.asp>\*\*\*\***

To view your eBILL, please click on "View Accounts".

Through *QuikPAY™*, you are conveniently able to:

- manage your payment profiles
- authorize others to make payments on your behalf
- view your account status
- quickly make payments to your account
- and more - all online!

Please choose from the list of options located in the column to the left.

*QuikPAY™* also offers context-sensitive help. Simply click on the question mark next to a field to get help.