

Authorized Payers

What is an authorized payer?

An authorized payer is a student's parent, spouse, or other authorized user that has permission to view and/or pay the student's bill.

What can an authorized payer do?

Authorized payers have the ability to...

- (1) View the student's current and past billing statements
- (2) View recent activity on a student's account
- (3) View the history of online payments
- (4) Make payments towards the student's Bursar bill
- (5) Print copies of statements for record keeping
- (6) Enroll in the University's UPay Payment Plan
- (7) Receive email notifications with regard to billing matters

How does the student set up an Authorized Payer?

- (1) Log into SPIRE > Main Menu > Finances > View/Pay Bill
- (2) Click on 'Authorized Payer' link on the left-hand menu
- (3) Follow instructions to create a username

What happens now?

Authorized payers will receive an email with instructions on how to log into the QuikPAY . They will then be required to select their permanent password which they will need to access QuikPAY.

Authorized payers may view their student's billing and payment information at <https://quikpayasp.com/umass/bursarbill/authorized.do>.

More information about Authorized Payer access may be found on the Bursar's Office website at www.umass.edu/bursar under the Parents and Guardians section on the front page.