How to Grant Parent/Guardian Access
Navigate to your UDSIS homepage

Click on “Personal Information”
You will be taken to the “Personal Details” page.

From here, select “Manage Parent/Guardian Access”
Manage Parent/Guardian Access

As a University of Delaware student, you may grant your parent or guardian permission to access components of your UD student record. Components that you may specify include the following:

- You may grant up to three (3) parents/guardians access to My Finances. The My Finances check box grants a parent or guardian access to billing, payment, financial aid, and 1098T tax information. After you grant access, your parent or guardian can make online payments. If you have questions about My Finances, visit Student Financial Services Help.
- The Housing Information check box grants a parent or guardian access to your housing assignment, and to receive emails when you sign the housing contract. When the housing contract becomes binding, or when other housing information is deemed beneficial to communicate to parents or guardians.
- All other check boxes allow a parent or guardian to see portions of what you see in UDSIS. For any questions regarding these areas, contact askit@udel.edu.

The information about you that is contained in UDSIS is part of your University of Delaware education record and is subject to protection under the Family Educational Rights and Privacy Act (FERPA). (More information is available at www.udel.edu/ferpapolicy.) By granting access to your parent or guardian, you agree to allow the University to disclose some of your FERPA-protected information to the individuals you have identified on this form.

Those you have already added will appear in this section. Here you can change individuals access to information.

<table>
<thead>
<tr>
<th>Parent Name (parent email)</th>
<th>My Finances</th>
<th>Schedule</th>
<th>Final grades</th>
<th>Final exam schedule</th>
<th>Honors &amp; Awards</th>
<th>Housing Information</th>
<th>Dining &amp; Flex</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>Parent Name (parent email)</td>
<td>✔</td>
<td>✔</td>
<td>✔</td>
<td>✔</td>
<td>✔</td>
<td>✔</td>
<td>✔</td>
<td>✔</td>
</tr>
</tbody>
</table>

You can revoke access or rest passwords under the “Action” column.
Scroll down to find the “Invite a parent/guardian” section

Those you invite will receive an email with instructions on accessing student account information.

Fill in parent/guardian information in the first three fields.

Select what you’d like your parent/guardian to have access to on your student account.

When complete, select the “Send invitation” button to complete the process.

Your parent/guardian will receive an email with access information from consult@udel.edu. Make sure to check your spam folders if you don’t receive a message.