WHAT IS GUEST ACCESS?

In accordance with the Family Educational Rights & Privacy Act (FERPA), BYU is prohibited from releasing information about a student’s educational records without consent from the student. Granting access to selected information will allow a proxy to conduct university business on the student’s behalf.

FAQS:

Can I add more than one guest?
By going to the Guests page and selecting the "Add a Guest" button you can add multiple guests. The names of all those you have added as a guest will be listed on that page and you can view all of your guest history by clicking the "View History" button.

Does my guest’s access ever expire?
YES. Access is only temporary and must be renewed every THREE (3) years.

HOW DO I GRANT ACCESS?

1) Go to “My Access” tab, and create an access phrase.

2) Go to “My Guests” tab, click on “Add a Guest.”
   - In order to grant access, student MUST know Guest’s NetID.
   - If the desired guest does not have a Net ID, they MUST create one at go.byu.edu/netid.

3) Proceed to grant desired areas of Access. Areas include:
   1) Academic Access (Registration questions, progress report)
   2) Financial Access (Tuition records, housing, meal plan)
   3) Personal Info Access (Contact information updates)
   4) Y Message Email Access

Please note: If granting financial permission, you must also grant access to Y Message (they go together).
   - However, students MAY grant access to Y Message and not financial records.