## **KnightLine Proxy Access for Proxies**

What is proxy access?

Proxy access allows St. Norbert College students to grant a parent, guardian or anyone else who the student would like, to authorize access to their St. Norbert College confidential records (e.g. bursar billing statement, financial aid awards, grades, etc.). When a passphrase is added, this allows the proxy to have verbal conversations with anyone at St. Norbert College for records the student has granted access.

A proxy is ONLY allowed access to the specific pages the student grants access.

Instructions for using your authorized KnightLine proxy pages

- 1. When an SNC student adds you as a proxy, an email is initiated from the student to you with your login instructions and temporary password. Click on this link.
- 2. Enter your temporary password