CASHNet Parent PIN / Authorized Payer Instructions

Students can create a Parent PIN/Authorized Payer Account allowing a parent, guardian, or other designated person to access their CASHNet Online Account information and make a payment to a student’s account.

Terms of Use

Parent PIN/Authorized Payer accounts must be authorized by the student. Student information is protected by the Family Educational Rights and Privacy Act (FERPA) and students may restrict or revoke access to their student records at any time.

Students- How to Create a Parent PIN:

1. Go to https://my.fresnostate.edu and “Sign In”:
2. **Sign In:**

![Campus Login Services](image)

3. **Go to “Student Self Service”:**

![Student Self Service](image)

4. **Select “My Finances”:**
5. Click on “View eBill/Make a Payment”: 

![Image showing the option to view eBill/Make a Payment]
6. Click on “Send a payer invitation” in the center icon “Do you want help paying?”:

7. Input the payer information.

8. You can allow the payee to view your statements by clicking on the “Payer Access”. Please note, this is not required. Clicking this button will allow the person you designate to view all of your eBills/Statements in addition to making a payment. Instructions on how to remove that access are at the end of this document.
9. Click on “Send Invitation”:
10. Green check mark indicates request has been successfully submitted.

Payer Invitation

Success! An invitation has been sent to

Access your profile page to edit existing payers or invite new payers.

11. To make changes to the payer, please click on “My Account”:

12. Under “Payers” you can edit the payee by clicking on the pencil to the right.
13. To add another payee click on “Send a payer invitation”: 
Access to View Statements:

As the student you are able to give access to the payee to view your statements. (Optional)

If you authorize the payee to be able to view your statements this is what their screen should look like:

If you remove the authorization to “View statements” this is what the payee screen will look like once it has been removed.
As the student you can always edit a payer’s access to view statements. To edit their access, click on “My account.”

Edit the payer’s access under the payers section and click on the payee you wish to edit.
Under the payee you can check or uncheck the box next to “Allow access to statements”:
Parents (Authorized Payer): How to Use Your Parent PIN

1. You should have received an email indicating an account has been created for you.

   has created an account for you at California State University-Fresno

do.not.reply@csufresno.edu

to me

has created an account for you at California State University-Fresno.

Your new login information is:

Parent PIN: 
Password: 

To access the account, please click the link below.

https://commerce.cashnet.com/FRESNO_PROD_WEB%LT=P

(If clicking the link does not work, please copy and paste the information into your browser.)

2. Click on the link provided to access the account.

   has created an account for you at California State University-Fresno

do.not.reply@csufresno.edu

to me

has created an account for you at California State University-Fresno.

Your new login information is:

Parent PIN: 
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(If clicking the link does not work, please copy and paste the information into your browser.)

3. It will direct you to a log in screen. The log in credentials are in the initial email under Parent PIN and Password. Parent PIN is the username.
4. The System will ask you to create a new password:

Create a new password

* Password

At least 8 characters, with 3 letters, and 2 non-letters

* Confirm password

Email me about this student's...

 Statements
5. You are now in the student’s account overview which allows you to “Make a payment” or “View statements” (If applicable):