

STUDENT ACCOUNTS INFORMATION

STUDENT ACCOUNTS | gustavus.edu/finance/students | 507-933-7502/6244



Fee statements will be mailed to the billing address of all students on record in late July for fall semester and late December for spring semester. After the initial semester billing, all monthly statements will be delivered electronically through MyGustavus. Students will receive an email each time a new billing statement is available.

STUDENT ACCOUNTS PAYMENT OPTIONS

1. You may choose to pay with a credit card online at <https://gustavus.edu/finance/touchnet.php>

- Visa, Mastercard, Discover, and American Express are accepted.
- A convenience fee of \$3.00 or 2.95% (whichever is larger) will be assessed on every transaction by the credit card processor.
- Student has to add parent as an “authorized user” in order for parent to make online payment.

2. You may choose to pay your account with an electronic bank transfer (e-check) from your checking or savings account online at <https://gustavus.edu/finance/touchnet.php>

- You will need your current account number and bank routing number to complete the ACH payment.
- There is no fee to make an e-check payment.
- It must be an American checking or savings account.

3. You may also pay by check, cashier’s check, or money order. Please include the student ID number and full name.

Payment can be mailed to:

Gustavus Adolphus College
Student Accounts
800 West College Avenue
St. Peter, MN 56082

Go to gustavus.edu/finance/students
for complete information

PARENT ACCESS TO GRADES AND FINANCIAL STATEMENTS

MYGUSTAVUS PROXY ACCESS

MyGustavus — the web-based system that allows Gustavus students to access important academic information — provides students the ability to grant parents and/or others access to information on MyGustavus.

Students are able to grant their parents access to view the following MyGustavus options:

- Check grades
- View Transcript
- My Documents (Financial Aid)
- View 1098-T Statement.
- My Class schedule
- Financial Aid Award Letter
- Student Account Statement

Access granted is completely controlled by and at the discretion of the student. Students can grant as many of the options to their parents as they choose. Each parent is able to have their own MyGustavus login (created by the student) and only be able view what the student has selected. Students are responsible for communicating login information and providing any assistance to their parents. In compliance with federal privacy laws, parents cannot contact Gustavus directly for student record information.

On the Student MyGustavus Menu

- Manage parent access to your records
- Reset Parent’s MyGustavus Password