How to add the Financial Aid options to an existing proxy:

- Log into myWofford
- On the Student tab, click on Banner Self-Service
- Click Proxy Access
- Select Proxy Management to see a list of your existing proxies
- Click on the proxy’s name to expand and display their account information
- Click on the Authorization tab
- Two new Financial Aid options are now available to be added, if you choose:
  - Overall Status of Financial Aid & Award
  - Loan Application History
- Check the box next to any item to authorize the page for your proxy (the changes will be saved automatically)
- You may repeat these steps for any of your proxies or to change any of their page authorizations

Please let us know if you have any questions about this process.

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