

Proxy Access – Proxy Instructions

When your student creates your Proxy Access account, you will receive an email similar to the message below:



The email will contain a one-time use web page address (URL) for you to complete the setup of your Proxy Access account. Please click on the URL to access the page and use the "Old" PIN referenced in the email.

* - indicates a required field.
Minimum PIN length: 8 Maximum PIN length: 15.

Enter e-mail address

*** Enter Old PIN***

Enter New PIN*

Validate PIN*

Please complete your profile. *You will not be able to access your student's authorized pages until the Proxy Profile has been submitted.*

Proxy Profile

Please keep your Banner Web proxy information up-to-date. [Click here to change your PIN](#)

* - indicates a required field.

Salutation	<input type="text"/>
First Name *	<input type="text" value="Test"/>
Middle Name	<input type="text"/>
Last Name *	<input type="text" value="McTest"/>
Name Suffix	<input type="text"/>
Nickname	<input type="text"/>
Home E Mail Address *	<input type="text" value="test@test.com"/>
Mailing Phone Area Code	<input type="text"/>
Mailing Phone Number	<input type="text"/>
Mailing Phone Extension	<input type="text"/>
Mailing Address Line 1 *	<input type="text"/>
Mailing Address Line 2	<input type="text"/>
Mailing Address Line 3	<input type="text"/>
City *	<input type="text"/>
State	<input type="text" value="Not Applicable"/>
Zipcode *	<input type="text"/>
Nation	<input type="text" value="Not Applicable"/>
Gender *	<input type="text" value="Select Gender"/>
Birthdate (MM/DD/YYYY) *	<input type="text"/>

You may click on the tab with your student's name to access the authorized pages. If you have more than one student who has authorized you to view their information, you will see a tab for each student.

When you click on the link to an authorized page, such as "Billing Statement," it will launch in a new browser window.

To exit the Proxy Access System, please close your browser.

Note: Please speak to your student if there is information you would like to view but are not currently authorized to see. Only your student can authorize you to access their information; Wofford Staff/Faculty cannot grant those rights.

Once your setup is complete, the Proxy Access system is available at the following link:
<https://bannerweb.wofford.edu/pls/proddad/bwgkprxy.P.ProxyLogin>

Proxy Access Home

You will see a tab for each Banner Web user who has authorized pages for you to access. Select a named tab to enter PROXY MODE. You will then see a list of links for pages authorized by that user.

While in PROXY MODE any links and tabs above will be disabled. Select the Profile tab (or close your browser) to exit proxy mode.

When you activate a link, the focus will change to another browser window dedicated to proxy display. The window title and page content (including links) are only valid for the selected user.

Profile Junior McTest

Proxy Authorizations

The following Banner Web page links have been specifically authorized for your use. All pages will display in a dedicated Proxy Access window. Use the EXIT link to close the Proxy Access window. There is no need to close the window until you have completed all proxy access.

Student Account & Billing for Junior McTest

- Billing Statement
- Account Summary by Term

Student Registration & Records for Junior McTest

- Student Schedule By Date & Time
- Student Detail Schedule
- Check Your Registration Status
- Active Registrations
- Registration History
- Midterm Grades
- Final Grades
- Academic Transcript
- View Graduation Application - Curriculum Information
- View Holds