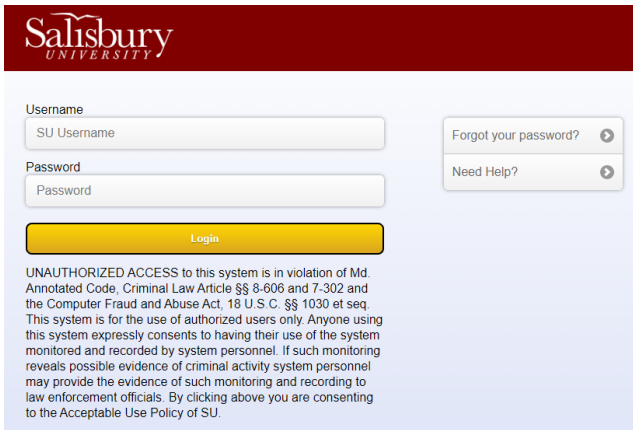


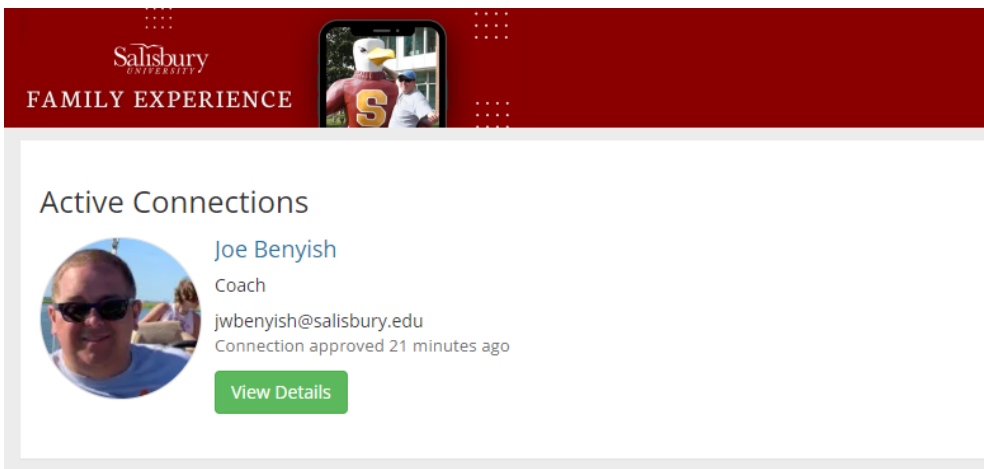
## Family Experience Portal (CampusESP) FERPA How a Student Update Connection Access

1. Navigate to <https://salisbury.campusesp.com/students>
2. Log in using your Salisbury University student username and password.



The image shows the login page for the Family Experience Portal. At the top is the Salisbury University logo. Below it are two input fields: "Username" with "SU Username" entered and "Password" with "Password" entered. To the right of these fields are two buttons: "Forgot your password?" and "Need Help?". Below the input fields is a yellow "Login" button. At the bottom of the page is a disclaimer: "UNAUTHORIZED ACCESS to this system is in violation of Md. Annotated Code, Criminal Law Article §§ 8-606 and 7-302 and the Computer Fraud and Abuse Act, 18 U.S.C. §§ 1030 et seq. This system is for the use of authorized users only. Anyone using this system expressly consents to having their use of the system monitored and recorded by system personnel. If such monitoring reveals possible evidence of criminal activity system personnel may provide the evidence of such monitoring and recording to law enforcement officials. By clicking above you are consenting to the Acceptable Use Policy of SU."

3. Click the green "View Details" button on the profile connection whose permission accesses you would like to update.



The image shows a profile connection in the Family Experience Portal. At the top is a red banner with the Salisbury University logo and the text "FAMILY EXPERIENCE". Below the banner is a profile card for Joe Benyish, Coach. The card includes a circular profile picture of Joe Benyish, his name "Joe Benyish", his title "Coach", his email address "jwbenyish@salisbury.edu", and the text "Connection approved 21 minutes ago". At the bottom of the card is a green "View Details" button.

4. Scroll to view your current permission access settings for that connection at the bottom of the page.

Or select the specific permissions you would like to grant access from the list below.

Academic Information	Grant Access?
<b>Grant access to everything in this group</b>	<input type="checkbox"/>
Class Schedule/Enrollment View student course schedule, credit hours, and other status information including degree, major and class year.	<i>requested</i> <input checked="" type="checkbox"/>
Grade(s) Information View student course grades. Final grades will be posted at the end of each semester.	<i>not requested</i> <input type="checkbox"/>
Financial Information	Grant Access?
<b>Grant access to everything in this group</b>	<input type="checkbox"/>
Financial Aid Information View a list of student financial aid awards, the expected amount offered and whether the payment has been made.	<i>requested</i> <input checked="" type="checkbox"/>
Account Balance View the student account balance, and get notified about any outstanding charges.	<i>not requested</i> <input type="checkbox"/>
Holds on Account Get notified when there's a new hold on the student account, along with a description of the hold type.	<i>not requested</i> <input type="checkbox"/>

- Toggle which permissions you would like to grant or remove access to using the slider options next to each category.

**Grant Access?**

- Click "Save Changes" once you have appropriately adjusted each of the categories.

- Your connection's updated permissions will be granted or removed 24 hours after you save your changes.