Designating Authorized Payers

Students must designate parents/guardians as an authorized payer before they can access the Parent Payment Portal.

1. Log into the Duquesne Portal
2. Select Student Account & Billing
3. Click on Tuition Payment Portal
4. Click on My Account
5. Click Send a Payer Invitation
6. Complete prompts and send invitation

The Authorized Payer receives an email from noreply@duq.edu that includes their user login and a temporary password. They need to click the link in the email to setup their access.