



UNIVERSITY OF MISSOURI-KANSAS CITY

Pathway help: Onboarding/e-Consent

OFFICE OF REGISTRATION & RECORDS

1. Log into [Pathway](#) and review the **e-Consent policy**.
 - a. In order to use Pathway to do business with the University online, you must agree.
 - b. If you do not agree, all business with the University must be done in person via paper forms.

E-Consent

UMKC e-Consent for Pathway Access

e-Consent for Campus Finance/Student Records access allows you to access your student account and financial aid information online, view your 1098T Federal tax form and gives permission for Cashiers, Student Financial Aid and the Registrar's office to exchange emails with you regarding person specific information. You have the right to receive your financial notices in printed format. However, with your e-Consent, your transactions can be processed faster than if you have to wait for mail from our offices or conduct business in person. The choice is yours.

You must read and agree to the following information and conditions in order to complete the Campus Finance/Student Records e-Consent process. You may withdraw your e-Consent at any time by completing an e-Consent Withdrawal Form, available from the UMKC Registrar's Office, 5115 Oak, Kansas City, MO 64110.

By granting e-Consent, you will have full access to the following electronic information and online processes:

- Pathway Student Center including Cashiers, Financial Aid and Records & Registration.
- Student account and billing information, including aid disbursements and refunds.
- Financial Aid application status online, including a list of incomplete financial aid steps.
- Financial Aid package, including ability to accept, decline or reduce offers online.
- Promissory note completion and loan processing requirements.
- Registration, adding, and dropping classes, viewing semester grades and the ability to change mailing addresses online
- Receiving the following notices to your UMKC e-mail account:



2. Next you will be asked to decide how you want to receive your **1098-T Tax Form**.
 - a. By checking the box, you are indicated that you want it emailed to your UMKC email address.
 - b. By leaving the box unchecked, you are indicating that you want it mailed to you.
 - c. Either is acceptable.

UM_1098T_EPRINT

Consent to Receive 1098-T Tuition Statement in an Electronic Format

For tax years 2011 and beyond, you have the option to "go green" and print your 1098-T Tuition Statement directly from Pathway. If you agree to receive your 1098-T electronically, you will not receive a paper copy via US Mail each January.

If you agree to receive your 1098-T electronically . . .

You will not receive a printed, mailed copy of your 1098-T for tax year 2011 and beyond.

You have the right at any time in the future to change your election and receive a mailed copy of your 1098-T in January of each year by returning to this page in Self Service and un-checking the box prior to December 31. Doing so will not take away your electronic access to the information.

To access your 1098-T electronically, you will need access to a computer, an internet service provider, and your Pathway userid and password. If you wish to print your 1098-T or related pages, you will additionally need a printer defined to the computer you are using.

You can print a copy of your 1098-T at any time directly from your Pathway account or by contacting the Cashier on your campus.

If you do not agree to receive your 1098-T electronically . . .

The University will mail a printed copy of your 1098-T to you in January for the preceding tax year.

Check the box below to receive your 1098-T electronically, or leave it blank to receive a printed copy each January.

- By checking this box, I agree to receive my 1098-T in electronic format only, and I understand that the University will no longer mail a printed copy to me.

Continue



3. Next is the **UMKC Alert OR Emergency Mass Notification**.
 - a. You will automatically receive all notifications to your UMKC email, but you can enter in additional contact information if you would like.
 - b. You may enter contact information by entering your data in the following fields.
 - c. Below are definitions of each field.
 - i. **Local Phone Number** will generate a phone call
 - ii. **Cell Phone Number** will generate a call and leave a voicemail message
 - iii. **Text Number** will generate a text message
 - iv. **Alternate Email Address** will generate an email
 - v. **Numeric Pager** and **Alphanumeric Pager** will generate a page
 - d. Once your updates are complete, click **Done Updating**
 - e. If you prefer that we do not send you alerts outside your official University email address, click **Opt-Out**

UMKC Alert Registration

UMKC Alert Registration

In the event of a campus emergency or pending danger that could affect your health or safety, the University may use UMKC Alert to send a message to your cell phone, text device, University e-mail, local phone number, and alternate personal e-mail address.

Your University e-mail address is automatically entered in the UMKC Alert system, but we can't reach you by any other means if we don't have your up-to-date contact information. Therefore, we rely on you to enter and maintain this information. Other than standard uses within the University, this information will be used only for emergency purposes or as required by law.

You may enter your contact information by entering your data below. (Note: You can always update your information by clicking the link in the left-hand menu.) If you prefer that we do not contact you, except with your official University e-mail address, click the Opt-Out button below.

[For more information regarding UMKC Alert, click the FAQ.](#)

University Email Address

Local Phone Number

Cell Phone Number
(voicemail alert)

Text Messaging Number
(text message alert)

Alternate Email Address

Numeric Pager

Alphanumeric Pager

Note: The alternate personal email address is for emergencies only; the university will only use your official university email address to conduct official University business.

Opt-Out

Done Updating

4. Lastly, you will be asked to review the **Statement of Financial Responsibility**.
 - a. You must agree in order to enroll, but we recommend that you read the full statement prior to agreeing to ensure you understand your rights and responsibilities as a student.
 - b. You will be asked to review this annually before each fall semester.

Statement of Financial Responsibility

Statement of Financial Responsibility



[printer friendly version](#) ^

Before a student can register for a term, they must electronically agree to or sign a hard copy of the Statement of Financial Responsibility. Students can accept the agreement through Pathway or sign a physical copy and submit it to the Registrar's Office.

I understand and agree that my registration and acceptance of the terms of this Statement of Financial Responsibility constitutes a promissory note (i.e. a financial obligation in the form of an educational loan as defined by the U.S. Bankruptcy Code at 11 U.S.C. §523(a)(8)) in which the University is providing me educational services, deferring some or all of my payment obligations for those services, and I promise to pay for all assessed tuition, fees, and other associated costs by the applicable due date.

Payment of Fees

All fees are due and payable to the University and are the student's responsibility to pay as the result of registration or other activity that incurred charges to the student. A minimum payment option is available for students unable to complete their financial arrangements at the time of registration. Students with delinquent accounts will not be allowed to register in subsequent semesters. All payments received are final, no changes or adjustments are allowed to the payment amount once the payment has been processed. Reassessment of fees will still occur based on the established reassessment schedule. The