




Proxy Access to Student's Grades & Schedule

STUDENT ACCESS

- Log in to **AUaccess**
(auburn.edu/auaccess)
- Choose the **My Academics** Tab
- Scroll down, click on the **GATEWAY TO GRADES ICON**

- Click on **PROXY MANAGEMENT**
- Read Terms of Usage, click **CONTINUE**
- Click on **ADD PROXY**
- Enter information for person with whom you will share your academic information
- Click **ADD PROXY**
- Click on name of proxy to fill out **PROXY PROFILE** (relationship, start & stop dates) then click
- Click **AUTHORIZATION** tab to choose the academic information you wish to share then click
- Click top left page **BACK TO TIGER i TAB** to log out

PARENT ACCESS

- You will receive an e-mail with the initial link to Gateway to Grades and a temporary password.
- You must use this link to change your temporary password to a permanent password.

FOR FUTURE LOG-IN

You will access Gateway to Grades through www.auburn.edu

- Click on **PARENTS TAB**
- Click on **GATEWAY TO GRADES**
- Enter your **E-MAIL**
- Enter your **PASSWORD** (if you have forgotten your password, click "Forgot Password")
- Your profile will come up - update any changes and click **SAVE**
- Click on the **STUDENT NAME** in the top tab
- Click on an item within the menu that you want to view