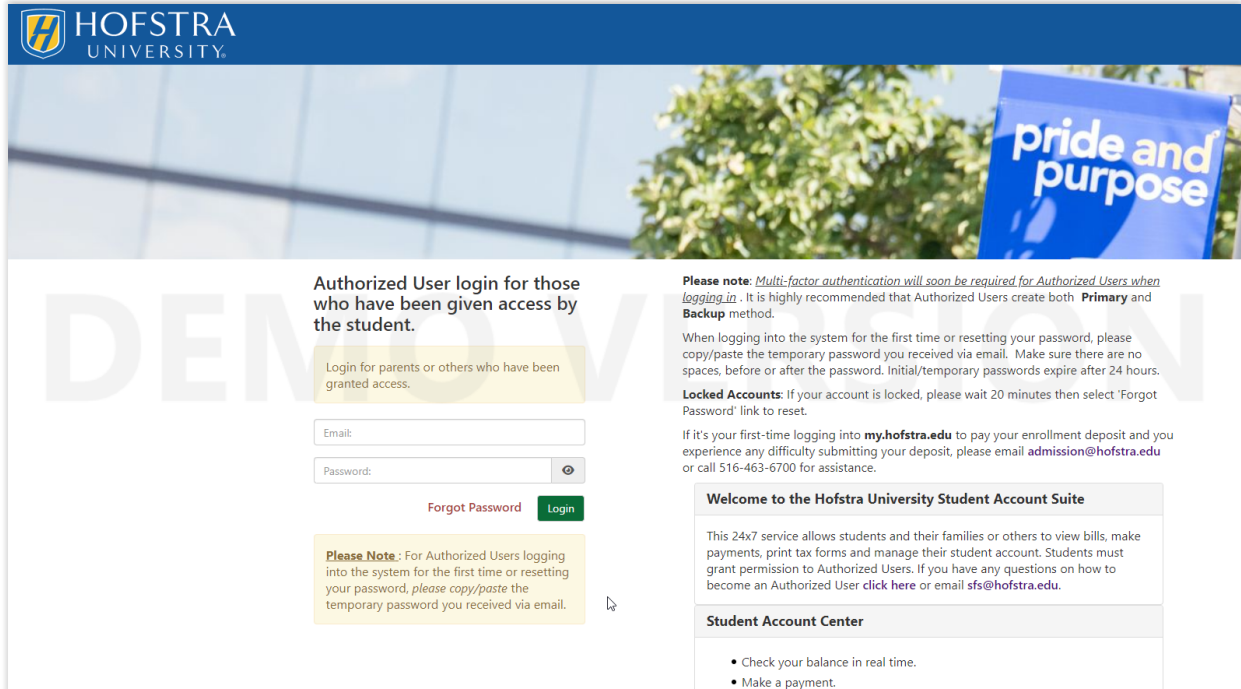


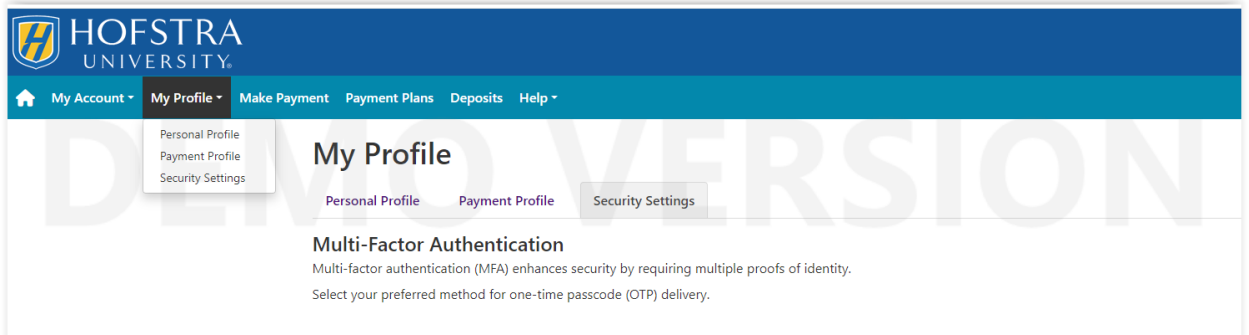
# Setting Up Your Multi-Factor Authentication on Your Login Account

1. Log in to the Hofstra Payment Center:



The screenshot shows the login interface for Authorized Users. At the top left is the Hofstra University logo. The main heading reads "Authorized User login for those who have been given access by the student." Below this is a yellow box with the text "Login for parents or others who have been granted access." There are input fields for "Email:" and "Password:" with a "Forgot Password" link and a "Login" button. A "Please Note" box states: "For Authorized Users logging into the system for the first time or resetting your password, please copy/paste the temporary password you received via email." To the right, a "Please note" section explains that Multi-factor authentication will be required and provides instructions for first-time users and locked accounts. Below this is a "Welcome to the Hofstra University Student Account Suite" section, followed by a "Student Account Center" section with bullet points: "Check your balance in real time." and "Make a payment."


2. From the My Profile menu, choose Security Settings to access Multi-Factor Authentication setup page.



The screenshot shows the "My Profile" page in the Hofstra University system. The top navigation bar includes "My Account", "My Profile", "Make Payment", "Payment Plans", "Deposits", and "Help". The "My Profile" dropdown menu is open, showing "Personal Profile", "Payment Profile", and "Security Settings". The "Security Settings" option is selected, leading to the "Multi-Factor Authentication" page. The page content includes the heading "Multi-Factor Authentication" and the text: "Multi-factor authentication (MFA) enhances security by requiring multiple proofs of identity. Select your preferred method for one-time passcode (OTP) delivery."



3. Choose Your Authenticator Type for your Primary Method and follow the prompts

## Account Login

  
**Multi-Factor Authentication Enrollment**

Due to enhanced security, multi-factor authentication is required.

**Primary Method**

- Google Authenticator (Preferred)**  
New to Google Authenticator? Download from the App Store or Google Play to get Started!  
 
- Text message to existing or new mobile number
- Email message to existing or new email address


**Backup Method (optional)**

Adding a backup method allows a passcode to be obtained by way of an additional method.

[Setup Method](#)

[Cancel](#) [Continue](#)

4. After setting up your Primary Authenticator, add a Backup Method by clicking the Setup Method button.

 **HOFSTRA**  
UNIVERSITY

### My Profile

[Personal Profile](#)   [Payment Profile](#)   [Security Settings](#)

#### Multi-Factor Authentication

Multi-factor authentication (MFA) enhances security by requiring multiple proofs of identity.  
Select your preferred method for one-time passcode (OTP) delivery.

**Primary Method**

Passcode communications will be sent to **+15558675309** [Edit](#)

**Backup Method (optional)**

Adding a backup method allows a passcode to be obtained by way of an additional method. [Setup Method](#)

5. Choose your Backup Authenticator Type and follow the prompts.

The screenshot shows the 'Security Settings' tab in a user profile interface. Under the heading 'Multi-Factor Authentication', there is a description of MFA and a prompt to select a preferred method for one-time passcode (OTP) delivery. The 'Primary Method' section shows that passcode communications will be sent to the phone number +15558675309, with an 'Edit' button. The 'Backup Method (optional)' section provides instructions on adding a backup method and lists three options: Google Authenticator (Preferred), Text message to existing or new mobile number, and Email message to existing or new email address. The Google Authenticator option includes a note to download the app from the App Store or Google Play, accompanied by the respective logos.

6. When adding a Backup Method, you will be sent a verification code to your Backup Method. Enter the passcode and hit the green Verify button.

This screenshot shows the verification step of the backup method setup. The user is logged in as Kate Hofstra. The 'My Profile' page is open to the 'Security Settings' tab. The 'Multi-Factor Authentication' section is active. The 'Primary Method' is confirmed as +15558675309. The 'Backup Method (optional)' section contains instructions to enter a passcode and click 'Verify'. A text input field contains the verification code '587146'. There are 'Cancel', 'Resend Code', and 'Verify' buttons. The 'Verify' button is highlighted in green.

7. Under the Security Settings tab you can see your MFA Primary and Backup settings. You may change your settings from this page by clicking the Edit button.

The screenshot shows the 'My Profile' page on the Hofstra University website. The page is titled 'My Profile' and has three tabs: 'Personal Profile', 'Payment Profile', and 'Security Settings'. The 'Security Settings' tab is active. Under this tab, there is a section for 'Multi-Factor Authentication' with the following text: 'Multi-factor authentication (MFA) enhances security by requiring multiple proofs of identity. Select your preferred method for one-time passcode (OTP) delivery.' Below this text are two sections for MFA methods. The first is 'Primary Method', which shows 'Passcode communications will be sent to +15558675309' and an 'Edit' button. The second is 'Backup Method (optional)', which shows 'Passcode communications will be sent to kate@hofstra.edu' and an 'Edit' button. A large 'DEMO VERSION' watermark is overlaid on the page.

**HOFSTRA UNIVERSITY**

Logged in as: Kate Hofstra | Logout  
Student Account: Willy Hofstra

My Account | My Profile | Make Payment | Payment Plans | Deposits | Help | Select Student

### My Profile

Personal Profile | Payment Profile | **Security Settings**

#### Multi-Factor Authentication

Multi-factor authentication (MFA) enhances security by requiring multiple proofs of identity.  
Select your preferred method for one-time passcode (OTP) delivery.

**Primary Method**

Passcode communications will be sent to **+15558675309** Edit

**Backup Method (optional)**

Passcode communications will be sent to **kate@hofstra.edu** Edit