



Aggie Proxy Access for Parents/Guardians

A Step-by-Step Guide to Setup Your Proxy Account

Welcome, let's set up your Proxy access! Check your **personal email** to locate the **4 emails** sent via your student from proxy_access@ncat.edu.

Step 1: Open **Email 1 of 4** and copy your **temporary** password. (located on the first line of the email in parenthesis).

The screenshot shows the Outlook interface with the following elements:

- Outlook Header:** Search bar, navigation icons (Home, View, Help), and utility icons (Quick steps, Read/Unread, etc.).
- Left Navigation Pane:** Shows folders like 'In-Place Archive -Regist...' and a list of recent emails from 'proxy_access@ncat.edu'.
- Selected Email:**
 - Title:** Email 1 of 4: Temporary Password – NCAT Aggie Proxy Access
 - From:** proxy_access@ncat.edu
 - To:** Registration
 - Date:** Tue 6/2/2026 8:48 AM
 - Body:**
 - Warning: "You don't often get email from proxy_access@ncat.edu. [Learn why this is important](#)"
 - To: Aggie Pride ([redacted])
 - Text: "You should have already received an email with the proxy access URL Use (J9G41S0H) as the initial password when you access the URL."
 - NOTE: "This temporary password can only be used once and is active for a limited time. A temporary URL has been sent to you in a subsequent email titled 'Heads Up: You've been granted Aggie Proxy Access at NC A&T'."
 - Text: "The first time you connect to the website, you will be asked to establish a permanent password for subsequent logins. We also ask that you complete your profile information and confirm that it is up to date."
 - Text: "If you feel you have received this message in error, please forward to proxy_access@ncat.edu ."
 - NOTICE: This e-mail correspondence is subject to Public Records Law and may be disclosed to third parties. -----

Step 2: Open Email 2 of 4 and click on the link (located on the second line of the email).

The screenshot shows the Microsoft Outlook web interface. The top navigation bar includes the Outlook logo, a search bar, and utility icons for profile, calendar, notifications, settings, and user. Below the navigation bar is a ribbon with tabs for 'File', 'Home', 'View', and 'Help'. The 'Home' tab is active, showing a 'New mail' button and various action icons like 'Delete', 'Archive', 'Sweep', 'Move to', and 'Quick steps'. The left sidebar shows a list of folders, including 'In-Place Archive -Regist...'. The main pane displays a list of four emails from 'proxy_access@ncat.edu', all dated '8:48 AM'. The second email, 'Email 2 of 4: Temporary Login Link -...', is selected and highlighted in blue. The right pane shows the content of this email, which includes a registration notice, a URL for proxy access, and a note about the URL's validity.

Outlook Search

File Home View Help

New mail Delete Archive Sweep Move to Quick steps Read / Unread

Proxy Demo

Today

- proxy_access@ncat.edu
Email 1 of 4: Temporary Password - ... 8:48 AM
You don't often get email from proxy_access...
- proxy_access@ncat.edu
Email 2 of 4: Temporary Login Link -... 8:48 AM
You don't often get email from proxy_access...**
- proxy_access@ncat.edu
Email 3 of 4: You're Access is Establis... 8:48 AM
You don't often get email from proxy_access...
- proxy_access@ncat.edu
Email 4 of 4: Permanent Login Link S... 8:48 AM
You don't often get email from proxy_access...

Email 2 of 4: Temporary Login Link – NCAT Aggie Proxy Access

proxy_access@ncat.edu
To: Registration
Tue 6/2/2026 8:48 AM

You don't often get email from proxy_access@ncat.edu. [Learn why this is important](#)

Hello Aggie Pride ([redacted])

Reg Test02 has added [redacted] as a proxy in their NC A&T Aggie Access system.

You can log in here to view Aggie Access Proxy Access pages: https://banxt-ncat.uncecs.edu:9535/ncattestStudentSelfService/ssb/proxy/proxyAction?p_token=QUFBWStFQUpFQUFKtKISQUFW

NOTE: This URL can only be used once and is active for a limited time. A temporary password will be sent to you in a subsequent email.

If you feel you have received this message in error, please forward to proxy_access@ncat.edu .

----- NOTICE: This e-mail correspondence is subject to Public Records Law and may be disclosed to third parties. -----

Reply Forward

Step 3: Copy and paste your *temporary password* in the *initial password* field and click *submit*.

Banner® Proxy Access

Enter your Initial Password, then click Submit to continue.



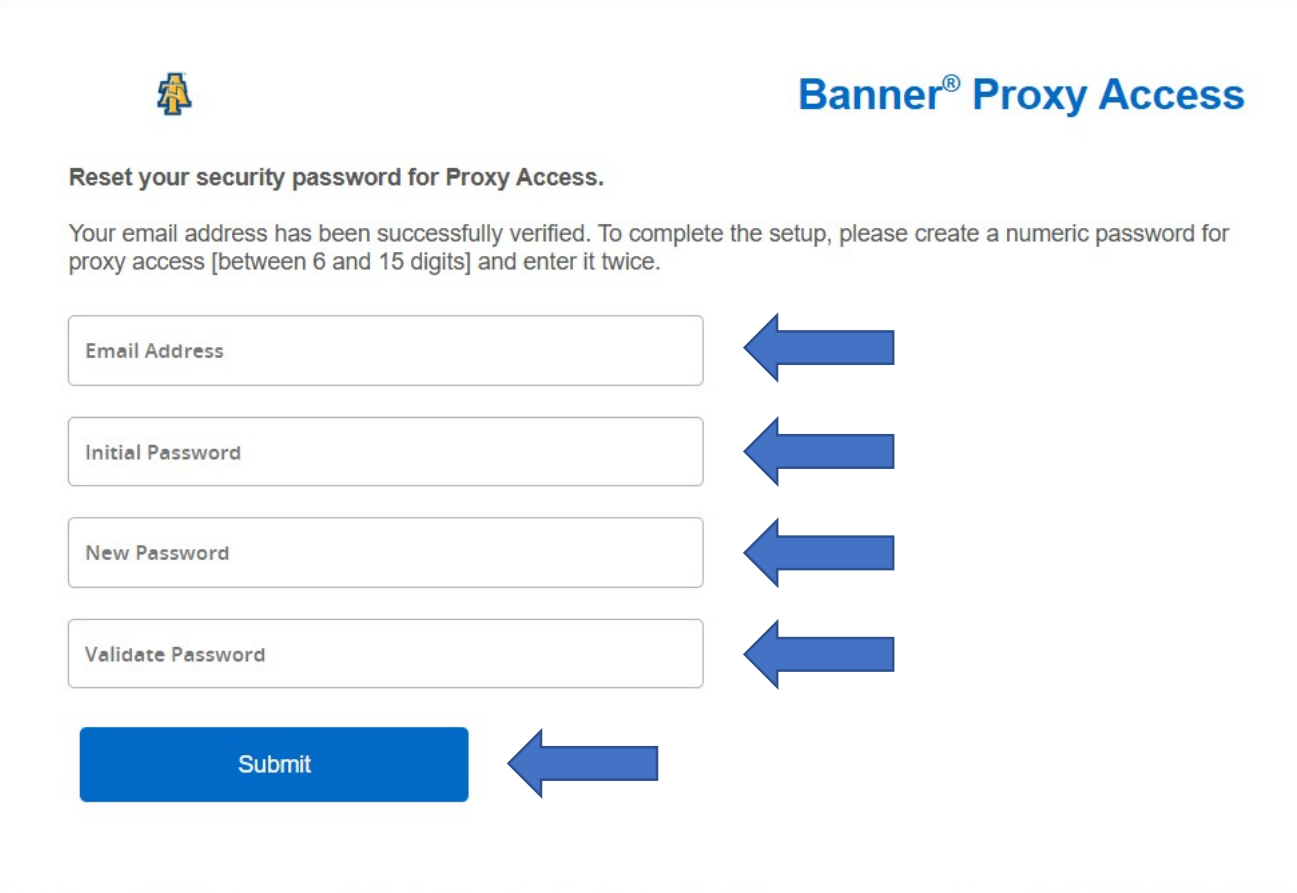
An email you received contained a URL (which you have used to get here), and a separate email contained an initial password. These are used together to verify that you are an intended recipient. You will also use the password for the Initial Password on the following page when establishing your new password.


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ACADEMIC
CLASSROOM


Step 4: Enter your *personal email address*, then copy and paste your *temporary password* in the initial password box. Next, create a *new password* and enter it twice. ***Note:** Your *password* must be between **6 and 15 digits**. The new password should **only contain numbers**. Click submit.





 **Banner[®] Proxy Access**


Reset your security password for Proxy Access.


Your email address has been successfully verified. To complete the setup, please create a numeric password for proxy access [between 6 and 15 digits] and enter it twice.

Email Address 

Initial Password 

New Password 

Validate Password 

Submit 

The form is a white rectangular box with a blue logo and title. It contains a heading, a paragraph of instructions, four input fields, and a submit button. Blue arrows point to each of these elements from the right side of the form.

ACADEMIC
CLASSROOM

Step 5: Enter your *personal email address* and your newly created password. Click **Sign In**.

Banner® Proxy Access

Enter your user name and password, then click Sign In to continue.



[Forgot Password](#)



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ACADEMIC
CLASSROOM

Step 6: Enter your *Personal Details*. The fields with the **red *** are required.



Proxy Personal Information

[Click here to change your password.](#)

 Please keep your Banner Web proxy information up-to-date.



Personal Details



* - indicates a required field.

Salutation

First Name*

Middle Name

Last Name*

Name Suffix

Nickname

Contact

* - indicates a required field.

Step 7: Enter your *Personal Email Address* and *Mailing Address* under *Contact and Address*.



Contact



* - indicates a required field.

Home E-Mail Address*

Phone Area Code

Phone Number

Phone Extension

Address



* - indicates a required field.

Mailing Address Line 1*

Mailing Address Line 2

Mailing Address Line 3

City*

State*

Zip Code*

Nation*

Step 8: Other Info is not required. Click **Submit**.



City*

State*

Zip Code*

Nation*

Other Info



* - indicates a required field.

Gender

Birth Date

SSN/SIN/TIN

Submit

Step 9: You've successfully set up your Aggie Proxy Access account. Use the dropdown menu to access your student's information.



✔ Saved successfully

Hello Aggie Pride,

 You've arrived! Aggie Proxy Access - your gateway to supporting your Aggie every step of the way.



Proxy Personal Information

View/Update Proxy Personal Information.



I am a proxy for Reg Test02


Select to view 



Step 10: Select a link from the menu below. (i.e. **Account Summary, Award Offer, Student Profile, etc.**)



Hello Aggie Pride,

 You've arrived! Aggie Proxy Access - your gateway to supporting your Aggie every step of the way.



Proxy Personal Information

View/Update Proxy Personal Information.



I am a proxy for Reg Test02

Account Summary

Award Offer

College Financing Plan

Financial Aid Award History

Financial Aid Dashboard

Financial Aid Resources

Financial Aid Satisfactory Requirements

Student Grades

Student Profile

Tax Notification 1098T

Select to view




Step 11: You are now viewing the **Student Profile** of your student. To return to the Aggie Proxy Access main menu, click on the **North Carolina Agricultural and Technical State University logo** in the top left corner of the screen.

Student • Student Profile

Student Profile - Reg Test02 (REGTEST02)

Term: Fall 2026 Current term Overall Hours: 0 Overall GPA: 0.00



Reg Test02

Curriculum and Courses

Prior Education and Testing

Bio Information

Email: Not Provided
Phone: Not Provided
Date of Birth: Not Provided
Ethnicity: Not Provided
Race: Not Provided
Citizen: Not Provided
Citizenship: Not Provided
Emergency Contact: Not Provided
Emergency Phone: Not Provided

General Information i

Level: Undergraduate
Class: New Freshman
Status: Active
Student Type: New Transfer
Residency: in-state
Campus: Main
First Term Attended: Spring 2026
Matriculated Term: Not Provided
Last Term Attended: None
Leave of Absence: Not Provided

Graduation Information

Graduation Applications: None

Advisors

Advisors are not assigned for the selected term.

CURRICULUM, HOURS & GPA

Primary Secondary Hours & GPA

Degree:	Bachelor of Science
Level:	Undergraduate
Program:	BS in Criminal Justice
College:	Coll of Arts, Human & Soc Sci
Major:	Criminal Justice
Department:	Criminal Justice
Concentration:	Not Provided
Minor:	Not Provided
Concentration:	Not Provided
Admit Type:	Not Provided
Admit Term:	Spring 2026
Catalog Term:	Spring 2026

REGISTERED COURSES

Not Registered

Total Hours | Registered Hours: 0 | Billing Hours: 0 | CEU Hours: 0 | Min Hours: Not available | Max Hours: Not available

Step 12: Keep Email 4 of 4 as it contains the permanent link to access Aggie Proxy Access.
Congratulations! 🎉 You have now completed the steps.

The screenshot shows the Outlook interface with a search bar at the top. The left sidebar contains navigation options like 'File', 'Home', 'View', and 'Help'. The main area displays an email thread from 'proxy_access@ncat.edu'. The selected email is 'Email 4 of 4: Permanent Login Link SAVE ME!-NCAT Aggie Proxy', dated 'Tue 6/2/2026 8:48 AM'. The email content includes a registration link and a notice about public records law.

Outlook Search

File Home View Help

New mail Delete Archive Sweep Move to Quick steps Read / Unread

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Today

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Email 2 of 4: Temporary Login Link –... 8:48 AM
You don't often get email from proxy_access...
- proxy_access@ncat.edu
Email 3 of 4: You're Access is Establis... 8:48 AM
You don't often get email from proxy_access...
- proxy_access@ncat.edu
Email 4 of 4: Permanent Login Link S... 8:48 AM
You don't often get email from proxy_access...

Email 4 of 4: Permanent Login Link SAVE ME!-NCAT Aggie Proxy

proxy_access@ncat.edu
To: Registration
Tue 6/2/2026 8:48 AM

You don't often get email from proxy_access@ncat.edu. [Learn why this is important](#)

Hello Aggie Pride ([redacted])

Reg Test02 has tagged [redacted] as a personal proxy in their NC A&T Aggie Access system.

You can log in here to view Aggie Access Proxy Access pages:
<https://banxt-ncat.uncecs.edu:9535/ncatestStudentSelfService/login/auth>

Hopefully you have already established your credentials and confirmed that your profile data is up to date. The next step is for Reg Test02 to authorize pages for your use. Contact Reg Test02 at and ask them to send you a list of current authorizations.

If you feel you have received this message in error, please forward to proxy_access@ncat.edu .

----- NOTICE: This e-mail correspondence is subject to Public Records Law and may be disclosed to third parties. -----

Reply Forward