

# Add Parent Email to Billhighway Bills

Steps:

1. Login to [my.beta.org](http://my.beta.org)
2. From the "Profile" menu select "Contact Info & Prefs" (Profile > Contact Info & Prefs)
3. Then in the section highlighted by the red box below, enter the parent email addresses where you'd like the Billhighway bills emailed.

Please note: Students must sign into MyBeta to populate these fields. They are NOT populated by default (in other words, Billhighway parent emails are OPT-IN, not opt-out).

**Contact Information** [Edit](#)

**Phone** Do not display in online directory

Home Phone:

Business Phone:

Mobile Phone:

Fax Number:

Preferred Phone:

**Email**

Personal/Login Email: kye.hittle@gmail.com  
[click here to change personal/login email](#)

Business Email:

Preferred Email:

Billhighway Parent CC Email 1 (optional):

Billhighway Parent CC Email 2 (optional):

**Mailing Address**