Inviting people to manage your enterprise

In this article

You can invite and remove enterprise owners and billing managers for your enterprise account.

> **Who can use this feature**
> Enterprise owners can invite other people to become additional enterprise administrators.

About users who can manage your enterprise account 🔗

Currently, there are two administrative roles available in enterprises: enterprise owners, who can access and manage all settings across the enterprise, and billing managers, who can access and manage only the enterprise's billing settings. Enterprise owners can also see all of the members and outside collaborators for every organization owned by the enterprise. For more information, see "Roles in an enterprise."

If your enterprise uses Enterprise Managed Users, enterprise owners can only be added or removed through your identity provider. For more information, see "About Enterprise Managed Users."

> **Tip:** For more information on managing users within an organization owned by your enterprise account, see "Managing membership in your organization" and "Managing people's access to your organization with roles."

Inviting an enterprise administrator to your enterprise account 🔗

After you invite someone to join the enterprise account, they must accept the emailed invitation before they can access the enterprise account. Pending invitations will expire after 7 days.

You can see all pending invitations to become an administrator of your enterprise account. For more information, see "Viewing people in your enterprise."

1. In the top-right corner of GitHub.com, click your profile photo, then click **Your enterprises**.

2. In the list of enterprises, click the enterprise you want to view.

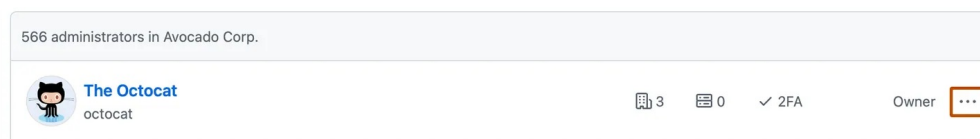3. In the enterprise account sidebar, click 👤 **People**.

4. Under "⚇ People", click **Administrators**.

5. Above the list of administrators, click **Invite admin**.

6. Type the username, full name, or email address of the person you want to invite to become an enterprise administrator, then select the appropriate person from the results.

7. Select **Owner** or **Billing Manager**.

8. Click **Send Invitation**.

Removing an enterprise administrator from your enterprise account 🔗

Only enterprise owners can remove other enterprise administrators from the enterprise account.

If the administrator you want to remove is a member of any organizations owned by the enterprise, you can choose **Convert to member**, which will remove their administrative role but retain their organization memberships, or **Remove from enterprise**, which will remove both their administrative role and organization memberships.

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2. In the list of enterprises, click the enterprise you want to view.

3. In the enterprise account sidebar, click ⚇ **People**.

4. Under "⚇ People", click **Administrators**.

5. Next to the username of the person you'd like to remove, select the ⋯ dropdown menu, then click **Convert to member** or **Remove from enterprise**.

6. Read the confirmation, then click **Yes, convert USERNAME to member** or **Yes, remove USERNAME**.