



Financial 2000 Access Form

*Name: _____ Phone: (_____) _____ ext. _____

*Hire Dates based on approval from Human Resources: ____/____/20__ to ____/____/20__

*Job Title: _____ (i.e. Consultant/company, substitute, short term, student, etc...)

*Position: _____ (i.e. Director, Administrative Secretary I or II, Accounting Tech I, etc...)

*Name of previous faculty/staff member holding the position: _____

*Department: _____ Office Location/Bldg.: _____

- Please describe access is being requested.

Application:	Budget Account Access:
	List Account Number, Program Code, SubProgram Code & Department
Accounts Lookup <input type="checkbox"/>	
EduReports 3.0 <input type="checkbox"/>	
Purchasing Requisition Entry <input type="checkbox"/>	
EPICS/Employee Position System <input type="checkbox"/>	
Fixed Assets <input type="checkbox"/>	
Purchasing Requisition Approval <input type="checkbox"/>	

Approved: _____
Supervisor/Dean/Director Signature

Approved: _____
Supervisor/Dean/Director Name Printed

Personnel Use	DATE	INITIAL
Username:		
Temporary Password:		
Access REMOVAL		