

University of Houston System
Financial System Access Form

Last Name:	<input type="text"/>	First Name:	<input type="text"/>	Middle Initial:	<input type="text"/>
PS Empl ID::	<input type="text"/>	Job Title:	<input type="text"/>		
Campus Phone:	<input type="text"/>	UH Mail Code:	<input type="text"/>		
College/Division:	<input type="text"/>	E-Mail address:	<input type="text"/>		
Department:	<input type="text"/>	Department ID:	<input type="text"/>		
Operator ID:	<input type="text"/>				

Business Unit Access	Business Unit	Add	Remove
	00730 - University of Houston	<input type="radio"/>	<input type="radio"/>
	00759 - UH Clear Lake	<input type="radio"/>	<input type="radio"/>
	00765 - UH Victoria	<input type="radio"/>	<input type="radio"/>
	00783 - UH System Administration	<input type="radio"/>	<input type="radio"/>
	00784 - UH Downtown	<input type="radio"/>	<input type="radio"/>

Financial Access

Type of Access	Add	Remove	Approval Role	Training Completion Date
Create Budget Journals	<input type="radio"/>	<input type="radio"/>	<input type="text"/>	_____
Create Journals	<input type="radio"/>	<input type="radio"/>		_____
Create Vouchers	<input type="radio"/>	<input type="radio"/>		_____
Create Requisitions	<input type="radio"/>	<input type="radio"/>		_____
Requester	<input type="radio"/>	<input type="radio"/>		_____
Maintain Chartfield One Values	<input type="radio"/>	<input type="radio"/>		_____
Maintain Sponsored Property	<input type="radio"/>	<input type="radio"/>		_____
View Only All Financial Data	<input type="radio"/>	<input type="radio"/>		_____

Signatures

Individual:	<input type="text"/>	Date: _____
Supervisor/Administrator:	<input type="text"/>	Date: _____
Campus Security:	<input type="text"/>	Date: _____
Security Updated:	<input type="text"/>	Date: _____

Special Instructions: