



BANNER SECURITY ACCESS FORM

(USP Permanent and Temporary Staff)

Date: _____ USP Permanent Staff Temporary Staff

Staff Name	Staff ID	Department	Extension #	Username

BANNER ACCESS LEVEL

Level of Access		<u>Banner Organization(s):</u>
<input type="checkbox"/>	Banner Student	
<input type="checkbox"/>	Academic Advisor	
<input type="checkbox"/>	Banner Human Resources	
<input type="checkbox"/>	Head of Department	

NOTE: A list of forms for the above special level of access must be obtained from the MIS section and attached to this form before forwarding to the DVC (T&L), or EDWPS.

BANNER SPECIFIC FORMS AND LEVEL OF ACCESS

TYPE F/R/C	ACCESS M/Q/E	FORM /REPORT/ CLASS CODE	FORM/REPORT/CLASS DESCRIPTION

Note: Type: R = Report, F = Form C = Class Access : M = Maintenance, Q = Query, E = Run

REASON:



MIS Online ACCESS LEVEL

MODULE		Level of Access	
		M = Maintenance / Q = Query	Organization / Department
<input type="checkbox"/>	Training Module		
<input type="checkbox"/>	Committee Management		
<input type="checkbox"/>	Student Module		
<input type="checkbox"/>	Graduate Destination Module		
<input type="checkbox"/>	USP Member Verification		
<input type="checkbox"/>	Facilities Database		
<input type="checkbox"/>	Equipment & Furniture		
<input type="checkbox"/>	Vehicle Database		
<input type="checkbox"/>	Computer Assets		
<input type="checkbox"/>	Scholarship Module		
<input type="checkbox"/>	Job Tracking System		
<input type="checkbox"/>	File Tracking System		
<input type="checkbox"/>	Stock Inventory		
<input type="checkbox"/>	Research Database		
<input type="checkbox"/>	Surveys		

REASON:

OFFICIAL USE ONLY:

ACCESS VERIFIED BY SYSTEMS ADMINISTRATORS

<input type="checkbox"/> Students	Name/Signature: Date:
<input type="checkbox"/> HR	Name/Signature: Date:

APPROVALS

	HOD/or HOS/ or Supervisor	EDWPS	DVC (T & L)	MANAGER EAC
FULL NAME		Ms. Agnes Kotoisuva	Professor Jito Vanualailai (or Litia Konusi)	Mr. Josese Ravuvu
SIGNATURE:				
DATE:				