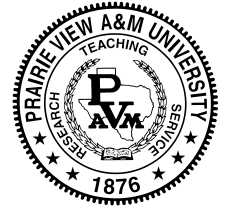


PRAIRIE VIEW A&M UNIVERSITY

BANNER ACCESS REQUEST NEW USER



User Information

Name: _____	PVAMU UIN#: _____
Email Address: _____	Phone: _____
Department: _____	Job Title: _____

IMPORTANT:

All new Banner users must:

- Sign the Information Security Agreement (must be completed on an annual basis)
- Complete and produce transcript for the HR Connect Information Security Awareness Training (must be completed on an annual basis)
- Attend and complete the Banner Data Standards Training
- Attend and complete the Banner Basic Navigation Training

Form Prepared By: _____	Preparer's Phone: _____
Preparer's Email Address: _____	Preparer's Fax: _____

Comments:

Banner Navigation Trainer*	Date	Department Manager	Date
Information Technology Services	Date	Division Head/Budget Officer	Date

*Banner Navigation Trainer to maintain documentation of Data Standards and Banner Basic Navigation Training.

After obtaining all required signatures, please submit this form along with the signed Confidentiality Statement to Information Technology Services offices for processing.