REQUEST FOR BUDGET INQUIRY ACCOUNT FORM

SECTION 1: To be filled out by the individual requesting on-line budget inquiry access

NAME: __________________________________________________

DEPARTMENT: ____________________________________________

OFFICE LOCATION: ________________________________________

SECTION 2: To be filled out by Vice President or Academic Dean of your division

List all of the fund-unit combinations that the above individual can access (salary lines associated with the below fund-unit combinations will not be included in account):

_________________   ___________________   ___________________   ___________________

_________________   ___________________   ___________________   ___________________

_________________   ___________________   ___________________   ___________________

_________________   ___________________   ___________________   ___________________

_________________   ___________________   ___________________   ___________________

_________________   ___________________   ___________________   ___________________

_________________   ___________________   ___________________   ___________________

_________________   ___________________   ___________________   ___________________

Signature of VP/Dean: __________________________________________

Date: __________ / __________ / __________

SECTION 3: To be filled out by Administrative IT

Account Name: ___________________________   Account Created: ___ / ___ / ___

Server: _________________________________   Account Deleted: ___ / ___ / ___

Parent Account: _________________________