

INFORMATION TECHNOLOGY SERVICES REQUEST FOR BANNER/ARGOS ACCESS

CHECK ON	E: Faculty	Classified Staff	Administrator	Student	Consultant
				Date	*
Name:				Empl. ID:	
	ast	First			
Department	:			Office #:	
Phone #:				RAMID:	
Banner A	Access:				
Student Info	rmation:	Requires M	IaryLou Leyba Approval		
Human Res	ources:	Requires I	Dianna Gonzales Approval		
Financial Ai	d:	Requires (Guillermo Villanueva Appro	oval	
Finance:	Requisition:	Requires A	bdul Nasser Approval		
Payroll:	Web4 & PHATIN	ME Only: Requires K	Terry Wilhite Approval		
Argos A	ccess:				
Additional I	nformation/Reques	t:			
confidentialit to use the acc instruction; a	s form, the requester a y of CCSF information ount only for CCSF-re and to not use the acco	n. Specifically, the requester a elated tasks and not to attemp unt for commercial purposes	olicies and rules regarding the agrees as follows: not to divulg be to gain access to data that is . If, in the opinion of ITS, the the account will be immediate	e their password or t not necessary to the account is being mis	o allow others to use their account; ir CCSF job, research, or used or the account holder is
(Applicant's	Signature)				(Date)
(Departmen	t Chair/Supervisor's	s Signature) (Print Nan	ne)		(Date)
Send comple	eted request form to	ITS via email: helpdesk@o	ccsf.edu. Your account will	be normally availal	ole within 1 week of ITS
-	-	m with the APPROPRIA		,	
******	*******	************************************	TS ONLY BELOW ********	*******	*********
Log-on ID:					
Banner account created by:				Date	<u> </u>
Argos accou	nt created by:			Date	<u> </u>
Comments:					

Created by System Group 9/11/2018