



Argos Reporting Account Request

Please provide all requested information. A signature from your supervisor authorizing access is required. If you are requesting access to data and reports maintained by a data custodian outside your department the signature of the appropriate data custodian is required. Please see the last page of this request form for contact information.

Applicant Information

Last Name: User ID*:

First Name: Email Address:

Department: Campus Phone:

*Your User ID is your Banner User ID or LDAP User ID. Your Argos account will be authenticated against LDAP.

Reporting Area/Folder Access - Please select the report folder that corresponds to your department or job responsibilities.

- | | |
|---|---|
| <input type="checkbox"/> Academic Administration | <input type="checkbox"/> Human Resources |
| <input type="checkbox"/> Budgets | <input type="checkbox"/> Institutional Research |
| <input type="checkbox"/> Bursar/Student Receivables | <input type="checkbox"/> Student Financial Services |
| <input type="checkbox"/> Enrollment Services | |
| <input type="checkbox"/> Finance & Accounting | |

Argos User Types:

- Report Viewers: may execute reports and may only view the datablock elements that they have been given explicit permission to view.

- Report Writers: may build new reports on existing datablocks and may only access those datablocks for which they have explicit permission to view.

Select One:

Please Print, Sign and Date

Applicant Signature

Date

Supervisor Signature

Date

Data Custodian Signature (if applicable)

Date

Return the completed form to: Argos Administration
IT Solutions
Von Braun Research Hall Room M-34