



## FM AiM Access Request Form

Name: \_\_\_\_\_

Area/Shop: \_\_\_\_\_

Employee ID#: \_\_\_\_\_

Employee Email ID: \_\_\_\_\_

Title/Position: \_\_\_\_\_

Replacing another User: \_\_\_\_\_

*The specific actions will be determined upon review of the job requirements and in conjunction with the supervisor's recommendation. Access to University data carries with it direct responsibility for the proper use, control and release of all University data. Your signature below signifies your compliance with University data management policies and procedures and applicable State and Federal laws.*

Please visit <http://www.jmu.edu/JMUpolicy/> to review the below University policies

1204 Information Security

1205 Data Stewardship

1207 Appropriate Use of Information Technology Resources

2112 Student Privacy

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Manager/Supervisor Signature

\_\_\_\_\_  
Date

***User security record created in production***

\_\_\_\_\_  
AiM Administrator

\_\_\_\_\_  
Date