

**The University of Oklahoma Health Sciences Center  
Financial Services Core User Security Access Form**

Supply the information requested below including user's name, department, and status. Fax the completed form to Financial Services @ 271-2366 or eCopy to FSWeb@ouhsc.edu.

User Creation    User Transfer    User Revision (explain) \_\_\_\_\_   Effective Date \_\_\_\_\_

User's Name (Last, First MI): \_\_\_\_\_ Department: \_\_\_\_\_

User's Status:    OUHSC Employee    OUHSC Affiliate (Users who are not paid by OUHSC)

Financial Organization numbers this user requires access to: \_\_\_\_\_

**Supervisor Signature:** \_\_\_\_\_

**Indicate (below) each role in which this user requires membership.**

➤ **SUR Roles**    SUR Admin    SUR Equipment Inventory

➤ **Post Award Core User Roles**

<input type="checkbox"/> GM Post Award Budget	<input type="checkbox"/> GM Post Award Generate	<input type="checkbox"/> Grants Inquiry	<input type="checkbox"/> GM Post Award Staff
<input type="checkbox"/> GM Profile Manager	<input type="checkbox"/> GM Configuration	<input type="checkbox"/> GM Processing	<input type="checkbox"/> Grants WC Manager
<input type="checkbox"/> Grants WC Sr Staff Acct	<input type="checkbox"/> Grants WC Staff Acct	<input type="checkbox"/> Grants WC Acct	<input type="checkbox"/> Grants WC Acct Clerk

➤ **Cash Award Core User Roles**

AR Manager    AR Deposits    BI Manager    AR Payments    BI Staff

**General Ledger and Asset Management Core User Roles**

<input type="checkbox"/> Asset Inquiry	<input type="checkbox"/> General Ledger Core User Inquiry
<input type="checkbox"/> Asset Manager	<input type="checkbox"/> General Ledger Journal Entry
<input type="checkbox"/> Asset Staff	<input type="checkbox"/> General Ledger Journal Generator
<input type="checkbox"/> General Ledger Accounts Receivable	<input type="checkbox"/> General Ledger Processing
<input type="checkbox"/> General Ledger Administrator	<input type="checkbox"/> General Ledger Query (nVision, Query Viewer, & Tree Viewer)
<input type="checkbox"/> General Ledger Allocations	<input type="checkbox"/> General Ledger Tools User
<input type="checkbox"/> General Ledger Budget/Chartfield Entry	<input type="checkbox"/> FS System Inquiry
<input type="checkbox"/> General Ledger Budget Inquiry	<input type="checkbox"/> FS System Query
<input type="checkbox"/> General Ledger Chartfield Inquiry	<input type="checkbox"/> Two-Tier nVision/Query
<input type="checkbox"/> Private Query User	<input type="checkbox"/> GL Maintenance
<input type="checkbox"/> NRSA	

As OUHSC General Ledger data owner, I hereby authorize the access privileges indicated above for the user identified herein.

**Authorization Signature:** \_\_\_\_\_   **Date:** \_\_\_\_\_

**For Information Technology Use Only**

Application security access privileges granted by \_\_\_\_\_   Date \_\_\_\_\_

User ID: \_\_\_\_\_

