

**REQUEST FOR FRS/HRS/PURCHASING AND RELATED BETA93 AND FOCUS ACCESS  
UNIVERSITY OF KENTUCKY**

<b>ACTION:</b>	<input type="checkbox"/> NEW USER ACCESS <input type="checkbox"/> CHANGE USER ACCESS <input type="checkbox"/> DELETE USER ACCESS	<input type="checkbox"/> <b>BETA93</b> (check all that apply) <input type="checkbox"/> HRS <input type="checkbox"/> PURCHASING <input type="checkbox"/> BUDGET <input type="checkbox"/> DEPRECIATION <input type="checkbox"/> PROCARD <input type="checkbox"/> FRS DIAGNOSTICS
----------------	--	---

<b>OPERATOR NAME:</b>	_____
	<small>(FIRST, MI, LAST)</small>
<b>SOCIAL SECURITY NUMBER:</b>	_____
<b>CAMPUS ADDRESS:</b>	_____
<b>DEPARTMENT/UNIT:</b>	_____
<b>POSITION TITLE:</b>	_____
<b>TELEPHONE NUMBER:</b>	_____
<b>FRS ID:</b>	_____

<b>COMPLETE FOR FRS/PURCHASING ACCESS</b>	<b>COMPLETE FOR HRS ACCESS</b>
---	--------------------------------

<p><b>ACCESS GRANTED TO THE FOLLOWING:</b></p> <p><input type="checkbox"/> Check box to request <b>FRS</b> access</p> <p><input type="checkbox"/> Check box to request <b>FRS FOCUS</b> (including Purchasing)</p> <p><input type="checkbox"/> Check box to request <b>PURCHASING</b> Functions</p> <p style="margin-left: 20px;"> <input type="checkbox"/> Requisition Create  <input type="checkbox"/> Requisition Receive  <input type="checkbox"/> Requisition Approval (indicate Approval Level Below)       </p> <p style="margin-left: 40px;"> <input type="checkbox"/> (4) Provost or Vice President  <input type="checkbox"/> (5) Dean/Director/Assoc Provost/CC President  <input type="checkbox"/> (6) Responsible Person       </p> <p><b>VALUE BASED SECURITY:</b></p> <p>Sector(s) _____</p> <p>Account(s) _____</p> <p>College(s) _____</p> <p>Corporation(s) _____</p> <p>Fund(s) _____</p> <p>Department(s) _____</p> <p style="font-size: small; margin-left: 200px;">Value Based Security for HRS will be based upon the departmental security for FRS; only those persons using Department-Based Security in FRS will be allowed HRS access.</p>	<p>General Inquiry (All users) <input type="checkbox"/></p> <p>(choose Desired Additional Functions below)</p> <p>Time Input (Screen M52 only) <input type="checkbox"/></p> <p style="margin-left: 20px;">*if chosen - cannot select other functions below</p> <p style="margin-left: 40px;"><i>Check boxes for Desired Additional Functions:</i></p> <table style="width:100%; border: none;"> <tr> <td style="width: 70%;"></td> <td style="width: 15%; text-align: center;">View</td> <td style="width: 15%; text-align: center;">Update</td> </tr> <tr> <td>PAR &amp; Hiring Activity</td> <td align="center"><input type="checkbox"/></td> <td align="center"><input type="checkbox"/></td> </tr> <tr> <td>Vacation/TDL Accrual Information</td> <td align="center"><input type="checkbox"/></td> <td align="center"><input type="checkbox"/></td> </tr> <tr> <td>Time Input (All Time Input Screens)</td> <td align="center"><input type="checkbox"/></td> <td align="center"><input type="checkbox"/></td> </tr> <tr> <td>Positions</td> <td align="center"><input type="checkbox"/></td> <td align="center"><input type="checkbox"/></td> </tr> <tr> <td>Budget/Funding</td> <td align="center"><input type="checkbox"/></td> <td align="center"><input type="checkbox"/></td> </tr> <tr> <td>Faculty Data</td> <td align="center"><input type="checkbox"/></td> <td align="center"><input type="checkbox"/></td> </tr> <tr> <td>HRS FOCUS</td> <td align="center"><input type="checkbox"/></td> <td></td> </tr> </table>		View	Update	PAR & Hiring Activity	<input type="checkbox"/>	<input type="checkbox"/>	Vacation/TDL Accrual Information	<input type="checkbox"/>	<input type="checkbox"/>	Time Input (All Time Input Screens)	<input type="checkbox"/>	<input type="checkbox"/>	Positions	<input type="checkbox"/>	<input type="checkbox"/>	Budget/Funding	<input type="checkbox"/>	<input type="checkbox"/>	Faculty Data	<input type="checkbox"/>	<input type="checkbox"/>	HRS FOCUS	<input type="checkbox"/>	
	View	Update																							
PAR & Hiring Activity	<input type="checkbox"/>	<input type="checkbox"/>																							
Vacation/TDL Accrual Information	<input type="checkbox"/>	<input type="checkbox"/>																							
Time Input (All Time Input Screens)	<input type="checkbox"/>	<input type="checkbox"/>																							
Positions	<input type="checkbox"/>	<input type="checkbox"/>																							
Budget/Funding	<input type="checkbox"/>	<input type="checkbox"/>																							
Faculty Data	<input type="checkbox"/>	<input type="checkbox"/>																							
HRS FOCUS	<input type="checkbox"/>																								

<p>I certify that the information obtained by accessing FRS, HRS, PURCHASING, BETA93 and FOCUS will be used only for job-related purposes and will not otherwise be disclosed. The University reserves the right to revoke the system privileges of any user at any time.</p>	<p align="center"><b>CONTROLLER'S DIVISION USE ONLY</b></p> <p align="center">_____ APPROVED    OPERATOR NUMBER _____</p> <p>LOGIN ID: _____</p> <p>CONTROLLER DIVISION _____ DATE _____</p>
---	--

<p>OPERATOR SIGNATURE _____ DATE _____</p> <p>DEAN/DIRECTOR/DEPARTMENT HEAD _____ DATE _____</p> <p>AREA SECURITY OFFICER _____ DATE _____</p> <p style="font-size: x-small;">(Dec 1999)</p>	<p align="center"><b>PURCHASING DEPARTMENT USE ONLY</b></p> <p align="center">_____ APPROVAL LEVEL AUTHORIZED</p> <p>ENTERED BY PURCHASING _____ DATE _____</p>
--	---