

Dixie State College of Utah

Banner Finance Access Request Form

TO: Stacy Carroll, Staff Accountant, Business Services, SSC

FROM: _____

DATE: _____

The following individual(s) request(s) access to the Banner Finance System for the indicated Index Code(s):

Employee Name	Phone	Department	Email Address	Index Code	Computing Services Only				
					Value Based Security Elements	Type of Access		PIN	
					FUND	ORGANIZATION	Access	User ID	Password

Approved: _____
Budget Administrator

Date: _____

Types of Access		
Finance Base (FB)	Finance Reports (FR)	Bank Rec (BR)
Self-Service (SS)	Purchasing (PU)	Grants (GR)
Data Entry (DE)	Evicheck_User (ECK)	Budget (BD)
Process Checks (PC)	Evicheck_Admin (ECKA)	GASB (GB)
Receiving (REC)	Formfusion (FF)	Cashier (CA)
Accounts Payable (AP)	Fixed Assets (FA)	Accounts Receivable (AR)
AP Clerk (APC)	1099 (99)	