

PAWS ACCESS AUTHORIZATION REQUEST FORM

For Use By: Student Financials

Section 1 - User Information

Name _____ Date _____
 School/College/Department _____ Your ePantherID _____
 Campus Building and Room Number _____ Campus Phone _____
 Last 4 of SSN _____ **OR** Birth Month/Day _____

Request is for a Student Employee

Section 2 - Requested Access

Same access as: Name _____ ePantherID _____

OR

Choose level of access below

Area	Level of Access
Student Financials	Update OR Inquiry
	Graduate Undergraduate Both

Section 3 - Read, Print Form and Sign

I acknowledge that:

- PeopleSoft PAWS is a copyrighted product of Oracle Corporation that has been licensed to University of Wisconsin-Milwaukee with certain restrictions as to its use.
- I cannot use the product to process data other than that of University of Wisconsin-Milwaukee
- I cannot make available or disclose the contents of the PeopleSoft product or any portion thereof to parties outside the University of Wisconsin System, nor can I make unauthorized copies of the PeopleSoft product.
- I cannot seek personal benefit or permit others to benefit personally from information contained in PAWS.
- The Family Educational Rights and Privacy Act protect the privacy and confidentiality of student records. I also acknowledge that access to student records is allowed only to UW-Milwaukee staff that has a legitimate educational purpose. I acknowledge that it is impermissible to release student record information to any unauthorized third party.
- I cannot divulge the contents of any record or report to any person except in the conduct of my work assignment and in accordance with University and departmental policies.
- I cannot knowingly include or cause to be included in any record or report a false, inaccurate, or misleading entry.
- I cannot divulge personal ID's or passwords to anyone, regardless of their affiliation with UW-Milwaukee.

I understand that conduct on my part that disregards the above indicated employment expectations might be cause for immediate dismissal or other appropriate disciplinary action.

 Applicant's Signature Date

 Supervisor's Signature Date

Supervisor's ePantherID _____

Supervisor's Campus Phone _____

Office Use Date custodian sent form to security _____

CRSE FERPA EmplID _____

Data Custodian Signature _____ Date _____

Role(s) _____
