

**NDUS Facilities Management System
Access Request Form for Discoverer Reports**

Please return this form to Facilities, Box 9032 – attn. Karen

Department Name & Number _____

Authorized Users to Query Reports			<i>For Facilities Use Only</i>	
First & Last Name	Phone Number	E-Mail Address	Reports Accessed	User Name

Name _____ Signature _____ Date _____
(VP/Dean/Director/Department Head)

This is an NDUS form for Discoverer Reports Access.
Departments are responsible for notifying Facilities/Physical Plant when personnel changes occur.
Users access will be verified annually.
Please direct any questions to karenmyerchin@mail.und.nodak.edu (777-2597)