

**UCOP Corporate Systems Access Request**

**Information Resources & Communications**

Office of the President

**-- for Non-UCOP Users**

Individuals who use University of California electronic information resources must sign a user agreement as a condition of access to those resources indicating that they have read, understand, and accept the statements in the document and that they agree to comply with applicable policies and laws governing the use of electronic information resources and the protection of data privacy. The user agreement is available online at: <http://www.ucop.edu/useragreement/documents/useragreement.pdf>

**Name of Person Authorizing Access:**

Name: \_\_\_\_\_ Email: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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**User Information:**

Name: \_\_\_\_\_ Email: \_\_\_\_\_

Campus: \_\_\_\_\_ Phone: \_\_\_\_\_

Department: \_\_\_\_\_

User Type: Employee\_\_ Contractor\_\_ Other\_\_ Assignment End Date (For Non-employees)\_\_\_\_\_

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**Systems Access Being Requested:**

- Budget – Corporate Budget Reports     - Budget – Operational System Edit Reports
- Contracts & Grants – CGX
- Facilities – EFA
- Financial – General – CFS
- Consolidated Reports – CFR
- Interlocation Transfer of Funds – ITF
- Personnel – CPS
- Spend Data – CSP
- Student – CSS
- Staffing – Corporate Staffing Reports     - Staffing – Operational System Edit Reports
- Research Enterprise Management System - REMS
- Sponsor Code Module:     Search     Request     No Sponsor Code Access
- IDC Waiver Module:     Search     Request     No IDC Waiver Access

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This **completed form** and signed [User Agreement](#) should be sent via email attachment to [dwcshelp@ucop.edu](mailto:dwcshelp@ucop.edu).