

**New User Information**

Name:

Date:

ePanther ID:

School/College/Department:

Phone:

FERPA Completed

**Access Requested** (Choose only one)

Replacing Former User (fill in name and ePanther ID)

Name:

ePanther ID:

**OR**

Same Access As (fill in name and ePanther ID)

Name:

ePanther ID:

**OR**

New Access (fill in all relevant information below)

Area:

Group Membership:

Create New User Workflow

Same IN/OUT Routes as (ePanther ID):

IN Routes:

OUT Routes:

Rename Existing User Workflow

Workflow Queue to Rename:

**Additional Information/Instructions:**

**Employee Certification**

**I certify that I have read and agree to abide by the University of Wisconsin-Milwaukee's computer related acceptable use policy, all policies and laws governing technology, and all policies governing the confidentiality of student records (FERPA). I understand that conduct on my part that disregards any of these policies might be cause for immediate dismissal or other appropriate disciplinary action.**

\_\_\_\_\_  
**Supervisor's Signature**

\_\_\_\_\_  
**Employee Signature**

\_\_\_\_\_  
**Supervisor's ePanther ID**

Forms missing information and signatures will be returned to the requestor.

Forward complete form to Ryan McNallie, Bolton Hall 280

\_\_\_\_\_  
**Supervisor's Phone**

**Office User**

\_\_\_\_\_  
**Data Custodian Signature**

FERPA

Added to ImageNow