REQUEST FOR FACULTY EFFORT SYSTEM (FES) AND FES FOCUS ACCESS
UNIVERSITY OF KENTUCKY

ACTION:

- ☐ NEW USER ACCESS
- ☐ CHANGE USER ACCESS
- ☐ DELETE USER ACCESS

OPERATOR NAME: _____
(FIRST, MI, LAST)

SOCIAL SECURITY NUMBER: _____

CAMPUS ADDRESS: _____

DEPARTMENT/UNIT: _____

POSITION TITLE: _____

TELEPHONE NUMBER:: _____

FRS ID: _____

COMPLETE FOR FES ACCESS

A valid FRS ID is necessary to access FES. FES will use your FRS Value based security for access control. If you do not have a current FRS ID, please apply for it when you apply for your FES ID. Forms to Request FRS access should be available at your department or college Business office.

FES uses departmental and account/fund group/corporation (account Based) value based security.

Most FES access is based upon department. As a general rule, you will only be able to view faculty members of departments for which you have "departmental based security".

However, some screens use account based security. These screens will allow you to see some data for any faculty members, using an account in your security, regardless of the department to which they belong.

All users requesting online access to FES will automatically be given access to reports in BETA 93. These reports are produced and controlled by departmental access.

ACCESS GRANTED TO THE FOLLOWING:

- ☐ Check box to request **FES** access
- ☐ Check box to request **FES FOCUS** access

I certify that the information obtained by accessing FES, FES FOCUS, and BETA93 will be used only for job-related purposes and will not otherwise be disclosed. The University reserves the right to revoke the system privileges of any user at any time.

OPERATOR SIGNATURE DATE

DEAN/DIRECTOR/DEPARTMENT HEAD DATE

AREA SECURITY OFFICER DATE

(Dec 1999)

CONTROLLER'S DIVISION USE ONLY

_____ APPROVED OPERATOR NUMBER _____

LOGIN ID: _____

CONTROLLER DIVISION DATE

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