

THE TEXAS A&M UNIVERSITY SYSTEM
FAMIS SERVICES

FAMIS ACCESS FORM

CC 00 – Master Campus

CC 09 – TEEEX

CC 18 – WTAMU

All Parts Access

PART I: USER INFORMATION		Must Be Completed	
1. Have you ever had a FAMIS ID before?	YES	NO	If yes, list ID:
2. Name (Last, First, Middle):			
3. Position or Title:			
4. Universal Identification Number (UIN):			
5. Department Name:			
6. Mail Stop:			
7. Office Phone Number:			
8. E-mail Address:			
9. Date user will be deactivated (if known):			
10. Access same as another FAMIS user? User name:			
NOTE: Listing a name for question #10 will determine all further access-- GO TO PART VII.			

PART II: FINANCIAL ACCOUNTING (FRS) ACCESS		
Types of Inquiry Access -		
1. The user will view transaction or balance screens on accessible accounts.	YES	NO
2. The user will view Accounts Payable screens on accessible accounts.	YES	NO
3. The user will view Accounts Receivable invoiced through FAMIS.	YES	NO
4. Department or Sub-Department Codes in which the user will have inquiry access. Usually just your department or enter "ALL" for all departments		
Types of Update Access -		
1. The user will update transaction or balance screens.	YES	NO
2. The user will update Accounts Payable screens.	YES	NO
3. The user will update Accounts Receivable invoiced through FAMIS.	YES	NO

PART III: SPONSORED RESEARCH (SPR) ACCESS		
Types of Access -		
1. The user will need to view Sponsored Research Information.	YES	NO
2. The user will need to update Sponsored Research Information.	PRP	PRJ
	AWD	NO
3. The user will need to update Sponsored Research Control Screens.	YES	NO

