RIT Finance & Administration DATA STEWARD ACCESS AUTHORIZATION FORM

Section I – User Information (Please Print) Name: _ (First) (MI) (Last) Department: Username: **Section II – Action Requested** (Select one and include specific file share) Append Share Access ___ Revoke Share Access List Network Shares (i.e. DEPT_sharename): Section III - Authorization I will comply with the policies and responsibilities outlined by ITS in regards to the duties of a Data Steward. I hereby authorize the changes denoted by this document to be performed. Data Steward's Signature Print Data Steward's Name Date Email completed form to helpdesk@rit.edu or deliver to the ITS HelpDesk, Gannett Hall, Room 1113 Section IV – Official Use Only (Do not write below this line) I approve the creation of this account: Print ITS Administrator's Name ITS Administrator's Signature Date

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