

M E N U   R E Q U E S T   A N D   A U T H O R I Z A T I O N   F O R M

Return to: N Amy Spelman  
 D Alumni Programs  
 B Alumni House

Check one:  Faculty  
 Administration  
 Staff  
 Student \*\*  
 Graduate Assistant \*\*

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

WIU ID: \_\_\_\_\_

Department \_\_\_\_\_

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

\*\* If you are requesting access for a student employee or a graduate assistant, you must also email AIMS at AIMS@wiu.edu to request a userid.

Check to release to user	Display Code	Descriptive Title	--- For office use only ---	
			Prog#	Level
_____	AREG	Alumni Registration	SXA042L	0
_____	BCHD	Batch Receipt Display	SXG021L	0
_____	BCHU	Batch Status Update	SXG061L	0



Check to release to user	Display Code	Descriptive Title	--- For office use only ---	
			Prog#	Level
_____	FSID	Foundation Scholarship Name Identification	SXF054L	0
_____	FSNU	Foundation Scholarship Name Update	SXF052L	0 9
_____	FWQL	Foundation WQPT Receipt List Screen	SXG452L	0
_____	MRLU	Memorial Update Screen	SXG020L	0
_____	PADL	Phonathon Name Address Update	SXA105L	0
_____	PCML	Phonathon Comment List	SXA108L	0
_____	PFAL	Phonathon PFA Add List	SXA116L	0
_____	PHCL	Phonathon Call List	SXA101L	0 9
_____	PPLL	PHONATHON PLEDGE LISTING	SXA107L	0
_____	PPRL	Phonathon Pledge/Receipt List	SXA115L	0
_____	PWDL	Phonathon Wrong Number/Disconnect List	SXA104L	0
_____	RCID	Foundation Receipt Identification	SXG022L	0

Authorization by Supervisor:

Name: \_\_\_\_\_ Title: \_\_\_\_\_

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

Disclosure Statement

Access to university data that is provided by these menu options is being granted to me for the express purpose of performing my job for Western Illinois University. I understand that unauthorized use of the data is prohibited and will subject me to disciplinary action.

Employee signature: \_\_\_\_\_ Date: \_\_\_\_\_

HPG010D