



Add a User to Security Group Form

Directions

Complete and print this PDF form. Sign and return scanned image of signed form to iso@fullerton.edu

Request Type 1st time Authorization Reauthorization

Employment Type Permanent Temporary, End Date:

- Faculty/Staff
Department Chair
Administrative Coordinator
- Student/Graduate Assistant
(students and student employees
are not allowed or permitted
off-campus access)
- Service Contractor or other
non-CSUF employee
(*Provide affiliation
information below)

End-User Information

(This is the person who will be accessing the university network or protected system from off-campus.)

Name and CWID of End-User to Add:

NT Alias of End-User (if account exists):

*If End-User is a non-CSUF Employee, please
Provide company name/affiliation:

Name of Security Group to which you are adding the above End-User:

Purpose of Access:

Signatures
I have read, understand and will comply with the *CSUF statement of "Family Educational Rights and Privacy Act (FERPA)"* and *CSUF President's Directive No. 13* (<http://president.fullerton.edu/directives/directive13.aspx>)

End User: _____ Date: _____

Custodian of Records: _____ Date: _____

Security Group Owner: _____ Date: _____

Information Security Officer: _____ Date: _____

Information Technology Use Only

Date Account Created: _____ Date Account Deleted: _____

Revised 3/10/17