

## Application for Access to the Student Accounting System (ABC)

To gain access to the ABC system you must have a valid ADMIN UserID. To obtain a UserID you must contact User Services at 713-743-1411

**Return completed forms to Room #8 in E. Cullen Building or SFS-2008**

Please Type or PRINT using **black** ink

(See Privacy Warning)

Full Name:

ID #:

Department:

UHmail Code:

Phone#

ADMIN User ID: **H**

Current status  
(highlight all that apply):

Employee Signature:

Date:

Supervisor Signature:

Date:

Printed Name:

\*College/Division

Administrator Signature:

Date:

Printed Name:

Authorization Needed:  
(mark only one)

View

Maint

Super

Other:

Purpose:  
(i.e. view account  
for financial stops)

Transcode Range:

Contract Waiver Range:

### **For use by Student Financial Services only**

Director Signature:

Date:

Printed Name:

Completed by (Signature):

Date:

Printed Name:

\* By signing this form you are agreeing to notify the Finance and Accounting Department if the employee is terminated or changes departments. Notice is to be sent to Christopher Durham (Cdurham@UH.EDU).

## PRIVACY WARNING

Public information cannot be released to people other than faculty and professional staff members for authorized campus-related purposes

Protected information includes:

- name
- address
- telephone number
- date and place of birth
- classification
- major
- current class schedule and grades
- participation in officially recognized activities and sports
- weight and height (of athletes)
- dates of attendance
- degree(s) received
- most recent previous educational institution attended
- and other similar information

By applying for authorization to the ABC system you agree to the Privacy Act.

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

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