

BANNER Student System Access Request

Office of the Registrar

Access to BQS, Departmental Control Forms, other Student module forms

Name: Department: Position:

ID Number: Email: @uoregon.edu Phone:

Staff Faculty GTF Other

Signature: _____

Terminate access

Banner Query System Access

New Access Renew/Change Access

Needs training

Need SQASMRY access only

SHACRSE* Course Summary (transcript) (reason?)

SQAGPAS* Student GPA form (reason?)

**Access is limited to users with a legitimate educational need to know*

Departmental Control Form Access Forms supplement BQS to assist academic departments with student enrollment management. These forms are only available to BQS users.

New Access; list the subject codes for which you will be responsible (e.g., ENG, MATH, etc.):

Needs training

Change current access or subject code to:

Departmental Class Schedule Data Entry Access Forms allow departments to create term class information for publication in the term Schedule of Classes. These forms are available only to department scheduling staff.

New Access; list the subject codes for which you will be responsible (e.g., ENG, MATH, etc.):

Needs training

Change current access or subject code to:

Grade Processing Access Forms allow department staff access to monitor term grade reporting and generate reports.

New Access; list the subject codes for which you will be responsible (e.g., ENG, MATH, etc.):

Needs training

Change current access or subject code to:

Major/Minor Approval Access Form allows department staff to certify or deny completion of undergraduate major requirements for graduation.

New Access; list the subject codes for which you will be responsible (e.g., ENG, MATH, etc.):

Needs training

Change current access or subject code to:

Other Banner Student Access:
(describe/specify)

APPROVAL

Dean/Dept Head PRINTED name

Signature
& Date

Registrar Use Only

Approval: _____
University Registrar (or designee) Date

BQS Training Completed:

Security Classes Assigned:

	BAN_QUERY_LIMITED
	BAN_QUERY
	BAN_RO_DEPT_DC
	BAN_RO_GRADES_DEPT
	BAN_RO_SCHED_DEPT
	BAN_RO_MAJR_APPR_DEPT

Other:

Subjects:

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Student Security Officer Date