

# Texas A&M University-Commerce

## RE Access Request

NAME: \_\_\_\_\_ (Print clearly!)

Campus Wide ID: \_\_\_\_\_

Active Directory (Network) Account: \_\_\_\_\_

	Owner Approval
<input type="checkbox"/> Raiser's Edge	
<input type="checkbox"/> Researcher's Edge	

### User's Statement of Responsibility:

I understand that I will be in violation of University regulations and state and federal law if I gain or help others gain unauthorized access to the RE systems. I acknowledge that neither I nor anyone else possesses the authority to allow anyone to use my username or password.

I understand that by the virtue of my employment with Texas A&M University-Commerce, I may have access to records which contain individually identifiable information or financial information both of which are protected by applicable federal laws. I fully understand that the intentional disclosure of this information to any unauthorized person could subject me to criminal and civil penalties imposed by law. I further acknowledge that such willful or unauthorized disclosure violates Texas A&M University's policy and could constitute just cause for disciplinary action. Disciplinary action could include termination of my employment regardless of whether criminal or civil penalties are imposed.

Signature below indicates acceptance of the Statement of Responsibility.

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

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### Technology Services Use Only

Added by \_\_\_\_\_ Date Added \_\_\_\_\_

"WITH FEW EXCEPTIONS, YOU HAVE THE RIGHT TO REQUEST, RECEIVE, REVIEW AND CORRECT INFORMATION ABOUT YOURSELF COLLECTED BY THIS FORM"