

The University of Georgia  
External Affairs Division  
Special Access Request  
For **ASCEND**

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

Print Ascend User's Name: \_\_\_\_\_ Print Ascend User's ID: \_\_\_\_\_

Ascend User's Signature: \_\_\_\_\_

Type of special access requested: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Purpose: \_\_\_\_\_

**\*\*\* Please attach a copy of individual's Ascend Confidentiality statement \*\*\***

The additional access requested will be treated in a confidential and professional manner.  
I will be responsible for ensuring the proper training and interpretation of all special access information  
provided from the Ascend database system.

Authorized Requestor (DeptHead/Mgr/Dir): \_\_\_\_\_ (print name)

Authorized Requestor (DeptHead/Mgr/Dir) Signature: \_\_\_\_\_

**Please do not fill in anything below this line, you can now return this form to the IT Department.**

\*\*\*\*\* External Affairs - Authorizing Units Use Only \*\*\*\*\*

Constituent Based Programs Signature: \_\_\_\_\_ if applicable

Approval Signature: \_\_\_\_\_ (ADD/Ext Aff)

Approval Date: \_\_\_\_\_

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\*\*\*\*\* Information Technology Department Use Only \*\*\*\*\*

IT Dept - Activation Date: \_\_\_\_\_ IT Dept - Assigned by: \_\_\_\_\_

01/29/07 cb