

University of Oregon IDR Access Form – Student Data

Use this form to request additional Student data. You must have already completed the IDR Access – Core Data form: <http://idr.uoregon.edu/getting-access> After approval from your Department Head, **send this form to the Student Data Owner indicated.**

Requestor and General Information

Name: _____ UO ID: _____ Office Phone: _____

Department: _____ Job Title: _____

Email Address: _____

Requestor Signature and Date: _____

Student Data Requested

Sensitive Student (general student info, registration, person information, and majors) **Academic History** (student transcript, advisor, grades, GPA)

These items are not commonly needed:

Admissions Data (UG and GR Applicant data) **Sensitive Person Details** (Date of birth, race, ethnicity, tax ID, deceased status)
 Athletics (student sports information) **Veterans** (Veterans Education Benefits information)
 Holds (for staff who place/remove holds) **Withdrawals** (for staff who need "reason" for withdrawal)
 International (passport, sponsor information)

Describe your business reason for requesting this access:

Department Head Approval

I confirm that this employee requires additional access within Integrated Data and Reporting (IDR) to perform the duties of their position. I understand that this access includes the data indicated above.

Dean/Department Head Approval (**Signature**)

Dean/Department Head Approval (Printed)

Date

Department Head: Please route to Student Data Owner listed below for required signature.

Student Data Owner Approval

University Registrar, Susan Eveland

Date

Information Services Only

Username: _____

Completed by: _____

Date: _____