Prairie View A&M University

FAMIS Screen Access Request Form

FISCAL Affairs Department Use ONLY

Name of Employee: _____ Employee UIN # : _____

Employee PVAMU Phone: _____

PVAMU Department Name: _____ Sub Department: _____

Type of Access Needed. Choose one from drop down: Choose Access Needed

If new STUDENT operator, please enter birthdate: _____

Famis System Access: Click on box for each system needed: FRS ☐ FFX ☐ SPR ☐

A separate FAMIS screen access request form must be complete for each famis system (FRS, FFX and SPR).

Write: **A** = "Update and Inquiry" or **I** = "Inquiry Only" in the box of the screens needed.

001 ____	002 ____	003 ____	004 ____	005 ____	006 ____	007 ____
008 ____	009 ____	010 ____	011 ____	012 ____	013 ____	014 ____
015 ____	023 ____	024 ____	025 ____	026 ____	027 ____	028 ____
029 ____	030 ____	031 ____	032 ____	033 ____	034 ____	035 ____
036 ____	037 ____	038 ____	039 ____	040 ____	041 ____	042 ____
043 ____	044 ____	045 ____	046 ____	047 ____	028 ____	029 ____
050 ____	051 ____	052 ____	053 ____	054 ____	055 ____	056 ____
057 ____	058 ____	059 ____	060 ____	061 ____	062 ____	063 ____
064 ____	065 ____	066 ____	067 ____	068 ____	069 ____	070 ____
071 ____	072 ____	073 ____	074 ____	075 ____	076 ____	077 ____
078 ____	079 ____	080 ____	081 ____	082 ____	083 ____	084 ____
085 ____	086 ____	087 ____	088 ____	089 ____	090 ____	091 ____
092 ____	093 ____	094 ____	095 ____	096 ____	097 ____	098 ____
099 ____	100 ____					

If current FAMIS User Select One:

☐ Add the above Screens to the user's current screen access.

☐ Delete Above Screens from the users current screen access.

☐ Temporary Screen Access. Date Access will expire: _____

Approvals/Signatures

Requestor: _____ Date: _____

Department Head/ Supervisor: _____ Date: _____

PVAMU Controller: _____ Date: _____

Please print, date, sign and return this form to PVAMU/FMSV - Accounting Dept. (W.R. Banks Building, Suite 115).