The University of Iowa
PeopleSoft Financials System User Profile Access Request

After completion, mail or email scanned image as an attachment to the following based on role requested:

AM: LeAnn Meeks, Asset Management, 626 JB
APPO: Denise Hyche, Accounts Payable, 202 PCO
BCHST: Justin Rogers, Biochemistry, 4-321 BSB
BMRST: Kevin Knudtson, DNA Facility, 323 EMRB
CPHAR: Steve Slezak, College of Pharmacy, G20 PHAR
DBCBB: Michelle Smith, DeGowin Blood Center, C250 GH
DBCDC: Michelle Smith, DeGowin Blood Center, C250 GH
DBCHP: Beth Alden, Path-DeGowin Blood Center, C271 GH
DBCPS: Michelle Smith, DeGowin Blood Center, C250 GH
DBCTB: Beth Alden, Path-DeGowin Blood Center, C271 GH
DENST: Diana Kreiss, Dentistry, S112 DSB
GENST: Carolyn Iles, General Stores, 118 MBSB
GL: Carolyn Gritton, Accounting & Financial Reporting, 4 JH
INV: Jon Schlhorlitz, Procurement Services, 3077-B SRF
Leslie Bailey, Material Services, 0310 JCP
Dan Felderman, Pharmacy, CC101 GH
IRLPC: David Frederick, Core Labs, 6240 RCP
IRLPP: David Frederick, Core Labs, 6240 RCP
SHLAK: Kevin Vanauken, Central Services/DM, HLA
SHLIC: Kevin Singleman, Central Services/IC, HLI
UHOST: Dan Nugent, University Housing, 4141 B

USER INFORMATION

HawkID and Name: ______________________________ Date: ________________
Dept & Campus Address: ______________________________ Phone: ________________
Email address: ______________________________@uiowa.edu Univ ID: ________________
Signature of applicant: ______________________________ (REQUIRED for new or changes)
Authorizing Signature by Dept / Functional Owner: ________________________________ (REQUIRED)

New User Profile for HawkID: ______________________________ Effective Date: ________________
Role(s): ___________________________________ Or access similar to HawkID (user): ______________________________

Delete User Profile for HawkID: ______________________________ Effective Date: _____________

Change/Update Role(s) for HawkID: ______________________________ Effective Date: ________________
Changes: ___________________________________________________________________________________________

Set Up Information (Security Administrator Use Only)

User Preferences set: _____ Yes _____ No Primary Permission List: ______________________________
Additional Information: __________________________________________________________________________________
____________________________________________________________________________________________________
Security Administrator Signature: ______________________________ Date: ________________