



## Information Technology Access Termination Request

<b>Complete and email this form to bannerpaws@jsums.edu</b>	
Employee's Name and Title	
Employee's J-Number and E-Mail Address	
Employee's Telephone Number	
Supervisor's Name and Telephone Number	

**Indicate Reason for Access Termination**

	Employee left the University
	Employee left the Department, not the University

**Check Access to Terminate**

		Access Terminated By	Date
	<b>Information Systems &amp; Integration</b>		
	Internet Native Banner (INB)		
	Self Service Banner (SSB)		
	CSI		
	TMA		
	CS Gold Card System		
	Library System		
	Open Database Connectivity (ODBC)		
	Email Account		
	<b>Computing &amp; Communication</b>		
	Active Directory		
	Remote Access/Virtual Private Network (VPN)		
	Telephone Service including Long Distance		
	File Transfer Protocol (FTP)		
	Storage (not given through application)		
	Servers		
	<b>Academic IT</b>		
	Blackboard		
	<b>Personal Access to Web Services (PAWS)</b>		
	Finance		
	Faculty and Advisor		

\_\_\_\_\_  
Supervisor's Signature

\_\_\_\_\_  
Date