Banner Job Installation Security Form

Office of Information Technology
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Section 1. Requestor Information **Please print or type.**

Requestor's Name: _____
[last] [first] [middle]

Phone: _____ **Email:** _____

Section 2. Job Information

Programming Request Number: _____

Job Name: _____

Job Description: _____

Section 3. Security Information

Banner Module: _____

Place this Job in the Following Security Classes:

Security Class Name	Role (Maintain or Query)

Section 4. Memorandum of understanding. All lines must be completed.

- ☐ I understand that direct access to run the job will be given in the test instance in which I am working.
- ☐ I understand that the requested security class updates above will be applied in PROD after the job has been installed in the PROD database.
- ☐ I understand that any changes to the Banner job will result in the need to reinstall in PROD and that Banner class security (if previously installed) will not be affected.
- ☐ I understand that any changes to the Banner class security listed above will result in the need for another formal request from the Banner Module Security Custodian.

Section 5. Required signatures.

_____	_____	_____	_____
Job Requestor	Date	Banner Module Security Custodian	Date
_____	_____	_____	_____
Information Systems Analyst	Date	Director of Information Systems	Date

Attach this form to the Administrative Program Request Form for Jobs to be Installed in the Banner PROD Database.