



Request for ERP User Account

Name: _____ AIT Tel. No _____

School/Center/Unit: _____ Email: _____

Period requested: From _____ To: _____

RCs & Activities requested: _____

Purpose: Purchasing Check accounting data
 Other (please specify):

Requestor signature: _____ Date: _____

Approved by Dean/Center Director/Unit Head:

_____ Date: _____

Approved by Finance Department

_____ Date: _____

For ITServ Only

ERP Login Name: _____

Approved by: _____ Date: _____ Doc. No.: _____