AMS ACCESS REQUEST FORM

Authorization

Requests for AMS access must be approved by the head of the unit-level for which access is being requested (e.g. AVP, Director, Dean, Chair, or Manager). *Copy the authorizer on the email to data@fullerton.edu*.

Name of Authorizer   Title of Authorizer

AMS User

Describe access request   ○ New   ○ Modify   ○ Revoke

Request Date

Name

Campus email   Phone

Department

Title/Position

*Please check box to indicate user has attended AMS training **or** will read the AMS User Guide available on the OAIE website at http://www.fullerton.edu/data/assessment/reporting before logging into the AMS.* ☐

Describe type of access needed:

Assessment Activities

○ Content Manager: add, edit, view
○ Content Viewer: view

To what unit is access needed? Please view the AMS unit and permissions list at:
http://www.fullerton.edu/data/assessment/reporting and then *copy and paste the unit name being requested into box below*.

   Example: AA - Assessment and Institutional Effectiveness

>>>Submit this form by email to data@fullerton.edu *(copy authorizer)*

User will be notified by email when account is created. Please allow 48 hours before inquiring about request status.

For assistance, please contact the Office of Assessment & Institutional Effectiveness at 657-278-2593 or data@fullerton.edu