University of Oregon IDR Access Form – Student Data

Use this form to request additional Student data. Prerequisite: You must have already completed an IDR Access Core Data request at http://idr.uoregon.edu/getting-access. After approval from your Department Head, **send this form to the Registrar's Office via campus mail or via email to** registrar@uoregon.edu**.**

Requestor and General Information

Name: _____ UO ID: _____ Office Phone: _____

Department: _____ Job Title: _____

Email Address: _____

Requestor Signature and Date: _____

Student Data Requested

☒ **Sensitive Student** (general student info, registration, person information, and majors)

☐ **Academic History** (student transcript, advisor, grades, GPA)

These items are not commonly needed:

☐ **Admissions Data** (UG and GR Applicant data)

☐ **Athletics** (student sports information)

☐ **Holds** (for staff who place/remove holds)

☐ **International** (passport, sponsor information)

☐ **Sensitive Person Details** (Date of birth, race, ethnicity, tax ID, deceased status)

☐ **Veterans** (Veterans Education Benefits information)

☐ **Withdrawals** (for staff who need "reason" for withdrawal)

Describe your business reason for requesting this access:

_____

_____

Department Head Approval

I confirm that this employee requires additional access within Integrated Data and Reporting (IDR) to perform the duties of their position. I understand that this access includes the data indicated above.

_____   _____   _____

Dean/Department Head Approval **(Signature)**   Dean/Department Head Approval (Printed)   Date

Department Head: Please route to Student Data Owner listed below for required signature.

Student Data Owner Approval

_____   _____

University Registrar   Date

Information Services Only

Username: _____   **Completed by:** _____   **Date:** _____

Last Modified: November 9, 2017