Taylor County School District

ACF2 / TERMS Change Request Form

Name of user being added or changed: _____

User ID: _____ Authorize for: CICS ___ TSO ___ Revoke Access ___

(Caution: Users with TSO authorization will have the ability to update your files.)

Select system(s) to allow access to:

	System	Code
____	Finance	FN
____	Payroll	PY
____	Both Finance & Payroll	TM
____	Food Service	FS
____	Cost Reporting	

Site : _____

Site Administrator Signature : _____

Site Administrator Name : _____

Date : _____

Finance Administrator Signature : _____

Finance Administrator Name : _____

Date : _____

MIS USE ONLY
Date Completed:

Please complete page 2 as well.

TERMS Security

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                        31. SECURITY RECORD

              SERIES: F  CNTR: ____   TERMS ID: _____
                                            (TERMS FINANCE)
     OPERATOR:   _____


              0                 1                 2         2
              1 2 3 4 5 6 7 8 9 0 1 2 3 4 5 6 7 8 9 0 1 2 3 4 5
     FACILITIES: _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _
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                        31. SECURITY RECORD

              SERIES: G  CNTR: ____   TERMS ID: _____
                                            (GENERAL SERIES)
     OPERATOR:   _____


              0                 1                 2         2
              1 2 3 4 5 6 7 8 9 0 1 2 3 4 5 6 7 8 9 0 1 2 3 4 5
     FACILITIES: _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _
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                        31. SECURITY RECORD

              SERIES: H  CNTR: ____   TERMS ID: _____
                                            (HUMAN RESOURCE)
     OPERATOR:   _____


              0                 1                 2         2
              1 2 3 4 5 6 7 8 9 0 1 2 3 4 5 6 7 8 9 0 1 2 3 4 5
     FACILITIES: _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _
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                        31. SECURITY RECORD

              SERIES: M  CNTR: ____   TERMS ID: _____
                                            (FACILITIES MANAGEMENT)
     OPERATOR:   _____


              0                 1                 2         2
              1 2 3 4 5 6 7 8 9 0 1 2 3 4 5 6 7 8 9 0 1 2 3 4 5
     FACILITIES: _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _
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I = Inquiry Only   **U** = Update Authority   **N** = No Access