

NEW USER INFORMATION

NAME: _____ DU ID#: _____

EMAIL ADDRESS: _____ PHONE: _____

DEPARTMENT: _____

JOB TITLE: _____

IMPORTANT:

- All new Pioneer Card users must complete the Confidentiality Statement online:
<http://www.du.edu/hr/download/ConfidentialityStmntInfo.pdf>
- All new Pioneer Card users will be sent training materials upon account creation.
- We reserve the right to remove access at anytime. Access will be revoked upon termination from the University of Denver.

Form Prepared By: _____ Preparer's Phone: _____ Fax: _____

APPROVING SIGNATURES

Comments:

1. Department Manager Date

2. Division Head/Budget Officer Date

3. ID Office (fax: 14662) Date

4. AIS (fax: 17998) Date

After obtaining all required signatures, please submit this form to the Pioneer ID Card Office for processing. The ID Office will then submit the form to Administrative Information Services (AIS).