


SPR # : To Be Issued By IT	<b>STANDING PERMISSION          FOR          DATA PROCESSING REQUEST</b>	
Date:	Name/Position:	Department:
Telephone:	Signature Authority for University Data	

This request is for standing permission to access University of Colorado at Colorado Springs data. It is NOT a request for a report. A request for data processing (DPR) **must be filled out to actually request any report.** This form merely grants permission for more than one-time access. If you have questions about the use of this form, please contact Tungsten Alcazar (255-3593).

1. Information requested - list by item:

2. What is the intended use of this information?

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 I agree to use the information supplied to me as a result of this permission for the purpose stated above. If the intended use does change, I will notify UCCS Computing Services. I further agree that this information will not be given to a second party.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**TO BE COMPLETED BY COMPUTING SERVICES**

Department: \_\_\_\_\_

Approved/Disapproved      Signature: \_\_\_\_\_      Date: \_\_\_\_\_

Approval Start Date: \_\_\_\_\_      End Date: \_\_\_\_\_

Use Privacy Code for Student Information System? \_\_\_\_\_

Comments/Special Instruction for Computing Services: \_\_\_\_\_