

**REQUEST FOR SYSTEM ACCESS  
ELECTRONIC ASSISTANTSHIP FORM**

Complete this request, print the form, and deliver to the Office of Graduate Studies, 107 Humanities, or FAX to 277-7405.

Name: \_\_\_\_\_

College: \_\_\_\_\_

Department/Program: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_

Net ID: \_\_\_\_\_ Password: \_\_\_\_\_  
(The first part of your UNM email address, NOT your Banner ID #) (must be at least 5 characters long and no more than 10 – Do not use your Net ID password)

State your business related purpose to access the assistantship form:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I understand access to this file is provided so I have accurate information in a timely manner. I will be responsible for all use of this computer account. I will not share or disclose my account or password with others.

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

\_\_\_\_\_

For OGS use only

Approved: \_\_\_\_\_ Date: \_\_\_\_\_

Entered into system \_\_\_\_\_

Email sent \_\_\_\_\_