FINANCIAL APPLICATION ACCESS REQUEST

Directory Integration Management Service (DIMS) is Requesting Access to your Financial Application for WNYRIC Staff of Managed Service Staff

The Directory Integration Management Service (DIMS) from the Erie 1 BOCES Western New York Regional Information Center (WNYRIC) provides secure, scheduled, automated verification and/or maintenance of user accounts and access for district staff to WNYRIC supported provisioned applications. Access granted under this request will be read-only and used for source information. Data access will be limited to information necessary for user identities. Any access of confidential information will be held in strict confidence and will be used only for the explicit purposes in this agreement.

Please complete the necessary information on this form and email the completed PDF form to the following members on the financial team: **tsfinancialteam@e1b.org.** This will authorize the DIMS service personnel access to your district's financial system data. Completion of this form also gives the WNYRIC (if financial data resides on a RIC Hosted server) or the District (if financial data resides on a District Housed server) permission to create a new user account known as "DIMS User" on the server which for the DIMS team will use to gain access. On a district housed server, it is the district's responsibility to notify the district tech staff to create the "DIMS User" account on the server.

District Name _____ Date: _____

District Superintendent Signature: _____

To be completed by the WNYRIC Financial Team (if RIC hosted) or by District Tech (if district housed):
Destination IP Address DIMS service needs access to:
_____
_____

Additional Notes: _____

Administration use only:
Completed by: _____ Date: _____

Comments: _____