

Lamar University
Pre-employment Faculty Electronic Information Resource
Security Access Request Form

Section 1: Hiring department completes this section and sends to Provost

Hiring Dept: _____ Dept contact: _____

Name: _____ Birth date: _____
(FIRST, MI, LAST, SUFFIX) MM/DD/YYYY

Contact info: _____ Hire date: _____
PERSONAL EMAIL OR PHONE NUMBER MM/DD/YYYY

Course(s)/Semester: _____

Approval: _____
Hiring department/Dean Date

Former /current student? ! Yes ! No
Former/current employee? ! Yes ! No
Ever paid by LU as vendor? ! Yes ! No

Section 2: Provost signs and sends to Human Resources