

RASS ACCESS REQUEST FORM

NetID: _____ **Name:** _____ **Dept/Center:** _____

Add New User Update Current User Access Remove User Access

KFS Access: Access to accounting information is done separately. The request form is available at:
(<https://confluence.cornell.edu/pages/viewpage.action?spaceKey=KFSIMPL&title=KFS+Access+Requests>)

Requesting Access to Unit(s)

All Cornell **Please explain need:**

NOTE: All Cornell Access Requires Approval by the Director of OSP

College/Department/Section/Center

Unit Type

Unit Name

KFS Org Code

Access level:
(required - select one)

View

View with Attachments

Edit

Recipient of Tasks/Notifications
(optional - select applicable)

Sponsored Projects Proposals

Sponsored Projects Awards

Subaward Proposals

Subaward Agreements

Non-financial Agreements

Recipient of Distributions
(optional - select applicable)

Sponsored Projects

Subawards

Non-financial Agreements

Conflict of Interest (COI) (optional - select if applicable)

Conflict of Interest (COI) Reporting Access

Additional instructions or comments:

I understand that the use of information acquired from the Research Administration Support System (RASS) and associated accounting information is confidential, and is to be used only for official purposes, not for personal or illegal advantage. I agree to disclose information only on a need-to-know basis and only when authorized to do so. I understand that misuse of information will be subject to disciplinary action.

RASS User:

Dept/Center Authorizer:

OSP Director, if applicable