



**FORM MUST BE PROPERLY SIGNED AS CONFIRMATION**

### CONFIRMATION FROM APPROPRIATE OFFICE

For staff level (**Corporate HR or Samantha Comer**):

For Provider level (**SOD HR STATE**):

For Volunteer Dean's faculty or International Scholars (**Michelle Howell or Keith Groves**)

**NEW OR RETURNING EMPLOYEE (Faculty, Staff, Student, Resident)?**

**THIS SECTION IS REQUIRED FOR ALL NEW USERS**

**COMPLETE ALL FIELDS BELOW ONLY IF USER NEEDS ACCESS TO AXIUM/MIPACS**

## STAFF/PROVIDER LEVELS