The University of Southern Queensland

AGENT ACCESS FORM

USQ International Educational Partner Form
Fax: +61 7 4635 9225

To enable us to provide you with your new access complete the following:

PERSONAL DETAILS: **Fill in all details**

FIRST NAME: _____

LAST NAME _____

EDUCATIONAL ORGANISATION: _____

AGENT CODE: _____ STUDENT GROUP: _____

MAILING ADDRESS: _____

COUNTRY: _____

EMAIL ADDRESS: _____

TELEPHONE CONTACT: _____

FAX NUMBER: _____

PREVIOUS USQ USER ID _____

PLEASE READ AND COMPLETE THE FOLLOWING DECLARATION

- ❒ I have read, understood and agree to abide by the University's Code of Practice for the Acceptable Use of Information Technology Resources (http://www.usq.edu.au/resources/108.pdf).
- ❒ I understand that student and related data contained on or generated by the PeopleSoft Student Administration System is by its nature confidential and is so designated by the University. The collection and release of such information is governed by the Privacy Information Standards of the State of Queensland.
- ❒ I will ensure that Confidential Information will remain confidential and I will perform services without conflicting interest.
- ❒ I will use any Confidential Information and material that may come to my knowledge only for the purpose of dealings with the University (whether directly or indirectly). I understand I may be liable pursuant to the USQ Student Discipline Statute, the USQ Enterprise Agreement and other legal redress open to the USQ should I be found in breach of USQ policy.

STAFF MEMBER: _____ SIGN: _____ DATE: ____ / ____ / _____

EDUCATIONAL PARTNER NAME: _____ SIGN: _____ DATE: ____ / ____ / _____

USQ INTERNATIONAL NAME: _____ SIGN: _____ DATE: ____ / ____ / _____

SIGNATURE OF MANAGER, STUDENT SYSTEMS SIGN: _____ DATE: ____ / ____ / _____

SIGNATURE OF PRINCIPLE MANAGER (SAAS) SIGN: _____ DATE: ____ / ____ / _____

STUDENT SYSTEMS OFFICE USE ONLY

OPERATOR ID: _____ EMPLOYEE ID: _____

I have verified that the user has received and / or will have access to the appropriate panels

STUDENT SYSTEMS DELEGATE: _____ DATE: _____

PSProfile: ❒ USQSec: ❒ Org Contact ❒ Stud Group ❒