

AiMs User Account Request Form

This form must be completed by the requestor and routed from supervisor for access to the AiMs.

Completed forms can be e-mailed to [AiM CMMS Admin](#). Application login IDs and passwords will be provided to the authorized individual.

Action Required: (check one)

- Check New account – *Supervisor Approval Required* _____
- Change account role for existing user account – *Supervisor Approval Required*
- Delete an existing user account – *Supervisor Approval Required*
- Change user information or reset password
- Change user email address

User Information:

First name (Legal)

Last name (Legal)

NetWork ID (NID)

Phone

Department/College

UCF Email

Position Title

Account Roles:

<input type="checkbox"/> CUSTOMER	Customer role allows customer to put in a work order request for any work that needs to be done
<input type="checkbox"/> STORES CUSTOMER	Customers of central stores who purchase items through annual blanket work orders