NORTH CAROLINA COMMUNITY COLLEGE SYSTEM
NCDST CORE BANKING SYSTEM (CB$) USER ID REQUEST FORM

[] ADD  [] MODIFY  [] DELETE

College Name: _______________________________  Unit No. (8XX) _____

USER INFORMATION:

Salutation:  [] Mr.  [] Mrs.  [] Miss  [] Dr.

Name: __________________________________________

Address: _______________________________________
        (Street)        (City)        (State)        (Zip)

Phone Number: __________________ Fax Number: ___________

Email: __________________ NCID: _______________

ASSIGN CORE BANKING ROLES: Please check the functionality to be assigned to this user.

[] Batch Upload Positive Pay  [] Add/Delete Positive Pay  [] Deposit Reconciliation
[] Funds Transfer Initiator  [] Add/Delete Stop Pay  [] View Stop Pay
[] Funds Transfer Authorizer  [] Warrant Image Retrieval  [] Messaging/Security (required)
[] Funds Transfer View Only  [] Account Data

*Users cannot have both Funds Transfer and Funds Transfer View Only access.

REVOKE CORE BANKING ROLES: Please check the functionality to be revoked from this user.

[] Batch Upload Positive Pay  [] Add/Delete Positive Pay  [] Deposit Reconciliation
[] Funds Transfer Initiator  [] Add/Delete Stop Pay  [] View Stop Pay
[] Funds Transfer Authorizer  [] Warrant Image Retrieval
[] Funds Transfer View Only  [] Account Data

ACCOUNT AUTHORIZATION: Please check the account type(s) for this user to access.

[] State Disbursing  [] CIT (Depository)  [] Budget Codes (system office only)

Requested by: ___________________________  Date: ___________________________

Approved by: ___________________________  Date: ___________________________

BUSINESS MANAGER APPROVAL REQUIRED

FOR SYSTEM OFFICE USE ONLY: Do not enter information in this area.

User ID Assigned: ___________________________  Account Number(s): ________________

Assigned by: ___________________________  Date Assigned: _______________________

Deleted by: ___________________________  Date Deleted: _______________________

Please return completed form to Jessica Balazsi, balazsij@nccommunitycolleges.edu.  Updated: 8/25/16