

**BUBS Access Request
SUNY System Financials**

Employee Information:

First Name	Last Name
Department	Email
Phone	PODS Userid
Supervisor	

Check if you are a student

Requisitions and Receiving - New Access Request

Select one: Requisitioner
 Approver

I have received Requisitions training (Required for Requisitioner access)

Business Intelligence (BI) Financials - New Access Request

BI Dashboards

I have received BI training (Required for BI access)

Employee Signature _____

Supervisor Signature _____