



THE UNIVERSITY OF
WESTERN AUSTRALIA

SIMS Support

REQUEST FOR ODBC/QUERY ACCESS TO CALLISTA

(Form Version 3)

Please forward this form to the Security Office – SIMS Support (M009) for Authorisation

SECTION 1 – APPLICANT DETAILS

Please note that before gaining access to Callista you will need to:

1. Obtain a UWA Staff Id number
2. Register with the PHEME Directory Service (<https://www.pheme.uwa.edu.au>)

Employee ID:

Surname: _____ Given Name: _____ 2nd Init: _____ Title: _____

Division: _____ Section: _____

Position Title: _____ Phone No: _____

Mail Box Delivery Point: _____ Email: _____ Username: _____

Please indicate (✓) your basis of employment below:

Ongoing Contract Casual Expiry Date (if applicable) ____ / ____ / ____

SECTION 2 – CALLISTA STUDENT RECORDS MANAGEMENT

Indicate (✓) below the level of ODBC/query access that you require:

<input type="checkbox"/>	Reference data access only
<input type="checkbox"/>	Standard access – reference data and student data
<input type="checkbox"/>	Full access (Callista Support only)

Indicate the database/s that you require access to:

<input type="checkbox"/>	SIMSPROD (the live database)
<input type="checkbox"/>	SIMSQRY (copy of SIMSPROD refreshed nightly)

Indicate the type of use:

<input type="checkbox"/>	Batch (for regular scheduled access)
<input type="checkbox"/>	Ad Hoc (you must have a PHEME username)

SECTION 3 – USER DECLARATION

I hereby request access to CALLISTA described above. I acknowledge that the University's computer and software regulations will apply and I have read them. I acknowledge the information contained on Callista is **CONFIDENTIAL** and must only be used in relation to authorised University business.

Signature: _____ Date: _____

SECTION 4 – SUPERVISOR/ MANAGER DECLARATION

I acknowledge that the applicant whose name is given above has a legitimate need to have access to CALLISTA as nominated above. If this applicant is a non-UWA employee I agree to advise SIMS Support when they leave UWA.

Access period (leave blank if on-going) Start date: _____ End Date: _____

Signature: _____ Date: _____

Name: _____ Phone No: _____

SECTION 5 – SIMS SUPPORT USE ONLY

Username: _____

Signature: _____ Date: _____

Role granted: _____