ACCTS Account Request Form

Please complete this form to request an account to use the Cost Transfer module of ACCTS.

Please FAX the completed form to the Comptroller's Office, Attn: Pam Szakacs, 2.6593.

To complete this form, you must know your University CNetID. If you do not have one, or do not know what this is, please look at:

https://cnet.uchicago.edu/cnet-instructions.html

If you need help in obtaining a CNetID, please contact your local computer support group or the NSIT help desk (4.8324; advisor@uchicago.edu).

Department:_____

Name:_____

Title:_____

E-mail:_____

CNetID:_____

Phone:_____ FAX:_____

You will receive your ACCTS account information (username and password) at your ACCTS training session.

Departmental approval for ACCTS access:

Signature Printed Name Date