



# Accounting Security (Uniface)

**Minnesota**  
STATE COLLEGES  
& UNIVERSITIES

Name: \_\_\_\_\_  
(Please Print)

New User     Change to an Existing User

Position: \_\_\_\_\_

User ID: \_\_\_\_\_

Institution & Campus: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Remarks: \_\_\_\_\_

Definition of Add and Delete below:

**Add** = adds the specified right to the user ID    **Delete** = removes the specified right from the user ID

**Chart of Accounts**  L    Add    Delete

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AC0019UG	Process Mode Control	AC0101UG	Update G/L Summary Account
AC0104UG	Update Cost Center	AC0905UG	Update Cost Center X/Walk
AP0112UG	ACH Bank Setup	PC0007UG	Vendor Main
PC0008UG	Vendor Query Profile	PC0009UG	Vendor Notes and Memos
PC0010UG	Vendor Address	PC0011UG	Vendor Tax & Insurance data
PC0012UG	Vendor Finance & MMD related	PC0013UG	Vendor Misc info
UT3020UG	Program Error EMAIL Addr	SR0001UG	Contact Information

**Accounting Query**  Add     Delete

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AC0050UG	Batch Process Timestamps	AC0234UG	Credit Memo Query
AC0450UG	General Trans Search/Listing	AC0452UG	Trans Search by Account
AC0460UG	Current G/L Account Balances	AC0470UG	Current Revenue Balances
AC0471UG	Current Expenditure Balances	AC0480UG	Current Open Encumbrance Bal
AC0481UG	Open Commitments by PO #	PC0047UG	PCS/Accounting Cost Center Distribution

**Payment Vouchers and Corrections**  Add     Delete

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AR1000UG    Update Person

**Tax Reporting Auto/Boat Donation**  Add     Delete

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SR0003UG    Auto/Boat Donations Form 1098-C

**Fax To:**  
**Office of the Chancellor**  
**Voice: 651-917-4733**  
**Fax: 612-626-5450**