

MicroStrategy Finance Reporting Analyst Form
(Return this form to Controllers Office, General Accounting, Postal Code 0312)

Organization # _____ Mail Code _____

Analyst Name	Userid (PID)	Phone #	VT ID #	Select One	
				Additional Access *	Delete Access
				<input type="checkbox"/>	<input type="checkbox"/>
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				<input type="checkbox"/>	<input type="checkbox"/>

Approval: _____
Signed Name
Department Head/Director

Printed Name
Department Head/Director

Date

*Note: The Finance Reporting Analyst role provides users with added functionality in MicroStrategy to develop and share ad hoc finance reports. Individuals with Banner Finance access are automatically added to the Finance Reporting Consumer role which enables them to run prepared MicroStrategy Finance Reports. A request form is not needed for the Consumer role.