

**NCI-Frederick  
Registration Form for Access to MIS System**

Date \_\_\_\_\_

Requester Name \_\_\_\_\_  
                                    First                                    MI                                    Last

Organization \_\_\_\_\_ Dept \_\_\_\_\_

Employee Nbr \_\_\_\_\_ Email \_\_\_\_\_

Phone \_\_\_\_\_ Bldg \_\_\_\_\_ Room \_\_\_\_\_

**RER / SmartStream Requester** \_\_\_\_\_

**RES / SmartStream User** \_\_\_\_\_

Access: Inquiry Only \_\_\_\_\_ Blanket Order User \_\_\_\_\_

\_\_\_\_\_  
Requester Signature

Approval

Supervisor \_\_\_\_\_ Date \_\_\_\_\_

Actions

MIS Administrator \_\_\_\_\_ Date \_\_\_\_\_

User ID Assigned \_\_\_\_\_

Instructions:  
Complete all items above and have form signed by supervisor. Then send to Mel Lambert, 92 TJ Drive/Rm 204. Your User ID will be sent to you via e-mail.