

ePRO Coordinator Information Sheet

Name:

Department:

Office Location (Bldg Name & Room Number):

Phone:

Fax:

GW e-mail address:

EUID

(Available at <https://ams.unt.edu/whatsmyeuid.php>)

EMPL ID:

(Available on Paycheck stub)

This individual will be entering requisitions for the following BASE account (Note: DeptID holders will also be required to attend an ePro Approvers training class.):

Base Account

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(Available on Paycheck stub under Empl ID)

NOTE:

ePro Coordinators must attend ePro Training.

Pertains to only benefits eligible, regular employees.

Signature Approval of Department Chairman, Dean, or Vice President