Requesting Access to CU-Data (Cognos)
Student Data Only

To request access to student data (areas of data: Admissions, Records & Registration, Financial Aid and Student Records) using CU-Data, there are two forms you can use to request access. The form to use depends on whether you need to request access to CU-SIS as well.

Requesting CU-Data Access ONLY:

Complete the *CU-Data Reporting Access PDF Form* located https://www.cu.edu/uis/cu-data-reporting-system-access.

To request only one area of data, select "CU-SIS : "name of area" Level 3 from the dropdown list.
To request more than one area, select "Other" (the last item on the dropdown list) and in the box on page two; enter the folders needed. The folders are based area of data. Below is a list of the most common requested folders. You can copy and paste to the form. To request a specific folder, use the Academic Groups and Departments path below and enter the folder name.

Security Level 3
CU Denver|Anschutz> Admissions> General
CU Denver|Anschutz> Admissions > Academic Groups and Departments > [Name of the folder]
CU Denver|Anschutz> Admissions> General Student Records
CU Denver|Anschutz> Records and Registration> Academic Groups & Departments > [Name of folder]

The Reporting Request to Approver should go to UCDSecurityAccess@ucdenver.edu. Do not submit form to IRM.

Requesting CU-SIS and CU-Data Access:

Complete the *CU-SIS Access PDF Form* located https://www.cu.edu/uis/campus-solutions-cs-access.

To request CU-Data Access, in the System Access Requested:, select "Cognos".
Include the folder path of the area(s) you are requesting access. Make sure to include job duties as instructed by the form.

Security Level 3
CU Denver|Anschutz> Admissions> General
CU Denver|Anschutz> Admissions > Academic Groups and Departments > [Name of the folder]
CU Denver|Anschutz> Admissions> General Student Records
CU Denver|Anschutz> Records and Registration> Academic Groups & Departments > [Name of folder]

The form will automatically be routed to the CU-SIS Coordinator at UCDSecurityAccess@ucdenver.edu when box 2 is selected.