



## **EPEX PI Eligible Access Form**

Faculty's Full Name: \_\_\_\_\_

Employee ID: \_\_\_\_\_

Network ID: \_\_\_\_\_

Compass Department ID: \_\_\_\_\_

E-mail: \_\_\_\_\_

RAS Staff Member to Manage Cayuse Profile: \_\_\_\_\_

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Faculty's Signature \_\_\_\_\_ Date \_\_\_\_\_

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Department's Signature \_\_\_\_\_ Date \_\_\_\_\_

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School's Signature \_\_\_\_\_ Date \_\_\_\_\_

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Please note that this is a two-step process:

**Step 1:** PI eligibility is granted within 2-4 hours.

**Step 2:** Grants security access must be requested and can take 24-48 hours after eligibility has been granted. Please preview the Workflow to verify that all the appropriate people are listed at the GM Certification Stage. If the certifying official is not listed, he/she has not received grants security access.

**Please forward this completed form to [psgrants@emory.edu](mailto:psgrants@emory.edu).**