

Security Exception Request Form

(All security exception requests are reported to the President as required by UTS 165)

Requestor Information			
Name:		Phone:	
Department:		Email:	

Exception Details		
Standard/Policy affected:		
System(s) needing exception:		
Description of non-compliance:		
Risk involved with non-compliance:		
Plan for managing risk:		
Anticipated Duration for the Exception (1yr max):	FROM:	TO:
<i>Please include supporting documents</i>		

Approvals (REQUIRED)			
	Print Name	Signature	Date
Requestor Supervisor			
Asset Project Manager			
Data Owner			

For Information Security Office Use Only						
Date:		Approved: <input type="checkbox"/>	Rejected: <input type="checkbox"/>	Comments:		Notification
Exception #:		ISO Signature:				1st <input type="checkbox"/> 2nd <input type="checkbox"/> 3rd <input type="checkbox"/>
						Informed - User Would Not Respond <input type="checkbox"/>

Additional Information:

Confidential

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