

**THE INFORMATION ON  
THIS FORM IS STRICTLY  
CONFIDENTIAL**

**Level 0/HR Access  
De-Authorization Form**

**Complete and fax to Student Data Services at (631) 240-8967  
or email [britchie@esboces.org](mailto:britchie@esboces.org) and [bball@esboces.org](mailto:bball@esboces.org)**

Complete this section to identify the person/s to be **REMOVED from having Level 0 access or HR Access**

School District/Agency: \_\_\_\_\_

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_

Email Address: \_\_\_\_\_ Circle one: **all Level 0**    **HR only**

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_

Email Address: \_\_\_\_\_ Circle one: **all Level 0**    **HR only**

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_

Email Address: \_\_\_\_\_ Circle one: **all Level 0**    **HR only**

\*\*\*\*\***IMPORTANT**\*\*\*\*\*

I, \_\_\_\_\_ request that the person/s  
(PLEASE PRINT)

**named above be removed from having access in Level 0 for this district.**

**DDC/District-Level Administrator** \_\_\_\_\_ **Date:** \_\_\_\_\_  
(Signature)

**Student Data Services**  
Charles King, Divisional Administrator  
Peter Desjardins, Program Administrator