**Database Request Form

Please deliver completed & signed form to:

Infrastructure Services, Database Administration

Young Hall (YONG)

|  |  |
| --- | --- |
| Request Date |  |

## Contact Information

|  |  |  |  |
| --- | --- | --- | --- |
| Technical Contact |  | Tech Contact eMail |  |
| Business Contact |  | Business Area |  |
| Project Manager |  | Data Steward |  |

## Database Information

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| --- | --- |
| **RDBMS** | My SQL  SQL Server  Oracle |
| **Environment(s)** | Production  QA  Development |

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| --- | --- |
| **Database Name(s)** | **Login(s)/User(s)/AD Group(s) & Permissions Required** |
|  |  |

## Application Information

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| --- | --- | --- | --- |
| Project Priority | Urgent  Normal | If urgent, please provide dates. | |
| Vendor Application | Yes  No | If yes, please provide vendor installation documentation. | |
| Connectivity Type | Web  Application Server  Thick Client (ODBC)  Other | If other, please provide details. | |
| Application Server(s) | Web  Application | Name(s) | |
| File Transfers | UC4  Stored Procedure(s)  Other | Please describe | |
| Database Space Estimates | Initially \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  After 6 months \_\_\_\_\_\_\_\_\_\_\_\_\_ | After 1 year \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  After 5 years \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | |
| Uptime Requirements | 24 x 7  Business Hours Only  Other | Please describe | |
| Transaction Volume  Per Hour |  | Peak Processing Period(s) |  |
| Installation Permission Requirements  **Note**: Please provide available documentation outlining specific heightened privilege requirements (any permission beyond read/write). | |  | |

## RDMS Specific Information

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| --- | --- | --- |
| **My SQL** | **SQL Server** | **Oracle** |
| Number of maximum concurrent sessions: | Database must be on the default instance (not a Named Instance)  YES  NO | SGA Memory  Size: |
| Your MySQL database will be created with one account, which is the same as the database name. If you need additional accounts, please specify. | Advanced Options  SSRS  SSIS  SSAS  Replication  SQL Agent Job(s)  Other (Please specify) | Advanced Options |
| Your MySQL account will have these standard privileges: Create, Select, Insert, Update, Delete, Drop, Alter, Index, Lock Tables, Create Temporary Tables, Create View, Show View, Execute, Create Routine, Alter Routine.  Please specify any other requirements. | **Server Maintenance Window:**  **Every weekend**  **4pm Saturday – 7am Sunday**  Production server downtime is possible for maintenance and patching during the above Maintenance Window. This includes **all DBMS systems**. | Number of Tablespaces  Tablespace Name(s)  Schema Name(s) |

## Data Classification

|  |  |  |
| --- | --- | --- |
| Restricted | Sensitive | Public |

Will the database contain any of the following data?  Student  Finance  HR

None of the above

Please refer to the following website for more details regarding the Purdue Policy governing the classification of data <http://www.purdue.edu/securepurdue/procedures/dataClassif1.cfm>

By checking this box and signing below, you indicate that you have reviewed the above referenced site to obtain an understanding of the definitions of each of the data classifications (Public, Sensitive, Restricted) and have accurately disclosed the classification of data in your database.

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

## Database Purpose & Other Information

Please provide the detailed purpose of this database and any other helpful information which may be necessary to complete this request.

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## Authorization

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| --- | --- | --- | --- | --- | --- |
|  | **Printed Name** | | **Signature** | | **Date** |
| Business Contact |  | |  | |  |
| Data Steward |  | |  | |  |
| Footprints Ticket Number | |  | |