**Human Resources Reporting Center**
Reporting Center is accessed via MyU Portal under Key Links.

**REPORTS AND QUERIES**

- **Public Reports – (Formerly known as UM Reports)**
  Current Staff and Faculty are automatically granted access to Public Data in Reporting Center. **Student Employees, Contractors, Temporary Workers etc. must request this access**

- **Restricted Reports and Queries**
  Most HRMS PeopleSoft access already contains/includes access to these reports and queries (i.e., payroll abstract, time exceptions by deptid etc.). **Current Staff and Faculty who do not have HRMS PeopleSoft, Student Employees, Contractors and Temporary Workers must request this access.**

  **NOTE:** **THE ELIGIBILITY FOR LOWER TUITION FRINGE RATE ASSISTANTSHIP REPORT IS A CS PEOPLESOFT RELATED REPORT AND WILL NOT BE INCLUDED WITH YOUR APPROVED RESTRICTED REPORT REQUEST. TO REQUEST THIS REPORT PLEASE USE THE STUDENT REPORTING CENTER ARF ATTACHMENT AND CHECK CS PRIVATE DATA.**

- **Private Reports (EOAA)**
  **HR Private Reports are related to EOAA. These reports are historical data only and have not been refreshed since April 2015. Use the Statement of Business Need section of the ARF to describe why you need this access. Requests without a sufficient Statement of Business Need will not be approved.**

12/30/2015