

**Personal Authorization Code
(PAC)
Request to Add, Change or Cancel**

A Personal Access Authorization Code will allow you to make long distance calls from any campus extension. Please read the PAC Code Usage Policy at [PAC Code and Telephone Usage Policy for University Offices and Employees](#)

To add, modify or cancel a PAC Code, please submit this form via campus mail to Telecom/Kerri Filippini.

First Name: _____ Middle Initial: _____ Last Name: _____

Department: _____ Title: _____

Phone: _____ Email: _____

New/Change PAC Long Distance Access:

- Domestic Access Only
- Domestic PAC Code with International Access
(Area VP Signature Required below)

Cancellation of PAC Code

- Cancel PAC Code: _____
- Cancel International Service only on PAC Code Number: _____

Upon approval and PAC Code activation/modification, your PAC Code information will be sent to the email address above.

Signature of Employee _____

Signature of Immediate Supervisor _____

Signature of Area VP _____
(International access only)