

eToken Request Form

The eToken is the University of Toronto's official solution for 2-factor authentication, replacing the previous SecurID system. The eToken login is the first step in the user authentication process for ROSI and AMS systems. An eToken is a USB key that plugs into a USB port on a computer (PC or Mac), and holds a security certificate which uniquely identifies an individual. Using eToken authentication requires that the user be issued an eToken and that eToken software be installed on the computer.

On behalf of central Information Technology Services (ITS), Discovery Commons will issue eTokens and install eToken software for AMS and ROSI account holders in the Faculty of Medicine. The Discovery Commons does NOT issue user accounts in AMS or ROSI systems; information about requesting accounts in these systems can be found at <http://www.ams.utoronto.ca/access/sap.htm> and <http://www.sis.utoronto.ca/rosi/access.html>.

The eToken fee (set by central ITS) is \$33/year. More information about eTokens can be found on the ITS website at: <http://main.its.utoronto.ca/its-units/isea/etokens/faqs/user-faqs/>.

All the information requested below is required. The information should describe an individual and not a departmental role. The Discovery Commons will contact you when the eToken is ready for pickup. Please scan and send this completed and signed form to discovery.commons@utoronto.ca.

First Name: _____ Last Name: _____

UTORid: _____ Department: _____

User email: _____ User Phone #: _____

Address: _____ Room Number: _____

User Signature: _____ **Date:** _____

Fund Centre: _____ Cost Centre / IO: _____

Fund: _____ G/L: _____

Requires eToken Software Install on Computer? Yes No

Please check those which apply:

- | | |
|--|---|
| <input type="checkbox"/> User will access AMS applications | <input type="checkbox"/> User will access ROSI |
| <input type="checkbox"/> User will have an EntireConnect license | <input type="checkbox"/> User will access RocketShuttle |

Department or Institute Business Officer Name:* _____

Signature: _____ **Date:** _____

*It is the responsibility of the Business Officer to inform the Discovery Commons if this staff member leaves the department or program or otherwise no longer requires an eToken for work in their department.