Banner Cognos Report Access

Banner Cognos Report Category (Folders) is determined based on a combination of job responsibilities, your organization, and/or your department.

Banner Role	Banner Cognos Report Category / Folders
Academic Advisor Assistant (in academic depts) Academic Advisor College Academic Advisor Major – Graduate Academic Advisor Major – Undergraduate Enrollment Assistants Summer Session	▪ Advising – COLLEGE (based on user home org code) ▪ Registration
Academic Coordinator Academic Learning Community/Program Coordinator Summer Session	▪ Registration ▪ Scheduling
Academic Scheduling	▪ Scheduling
AR: Housing	▪ Housing
AR: SBS General	▪ Student Business Services
Athletics Compliance	▪ Athletics
International	▪ International Affairs
Financial Aid Common Matching Financial Aid Counselors Financial Aid Customer Service	▪ Financial Aid - Secure
Financial Aid Management	▪ Financial Aid – Management

*If the Banner user is **only** in one of these roles, they will not automatically get Banner Cognos access:
Academic Counselor, Graduate Division Committee Query, Attribute Maintainer, Cohort Maintainer

Banner User Department/Org (based on home dept code)	Banner Cognos Report Category / Folders
Academic Resource Center	▪ Academic Resource Center
Student Special Services	▪ Student Special Services
Student Conduct	▪ Student Conduct
School of Medicine	▪ School of Medicine
School of Public Policy	▪ School of Public Policy
Graduate School of Education	▪ Graduate School of Education
University Advancement	▪ Alumni
Graduate Division	▪ Graduate Division ▪ Advising – General ▪ Registration ▪ Scheduling
Honors	▪ Honors
Housing	▪ Housing
Institutional Research	▪ Institutional Research
Registrar	▪ Registrar – Secured ▪ Registrar – General ▪ All Advising Categories ▪ Registration ▪ Scheduling
Undergraduate Admissions	▪ Undergraduate Admissions

*C&C staff and SAIS/SBS Cognos Report Writers/Developers will have access to all categories.