

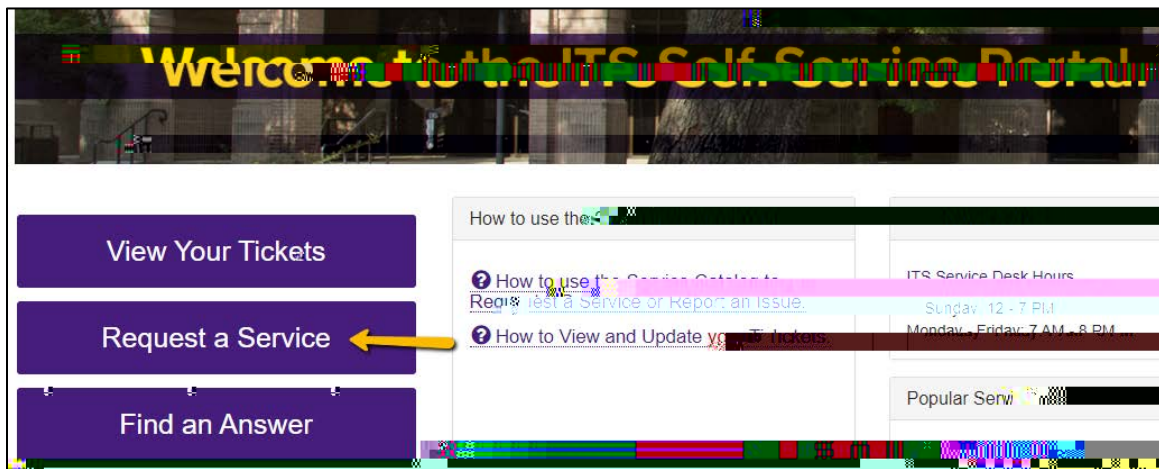


GeauxGrants New Campus Profile – Quick Reference Guide

The purpose of this how-to-guide is to enable a user to quickly fill out a GeauxGrants New Campus Profile request to establish a profile. Requests should be submitted for graduate students and undergraduate students that need to submit disclosures or other research applications as well as for employees that need to submit or administer disclosures, proposals or other research for a campus that is not their primary campus.

Initiating a GeauxGrants New Campus Profile

1. Go to Information Technology Services website: <https://itservice.lsu.edu>
2. Click on **Request a Service** on the left side of the screen.



3. Click on **Account Management**.

