

#### Administrative Systems Services

## Company Code Maintenance Form

AMSS Form No. : F05 AMSS Ref. No:

User Ref. No. :\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Maintenance Type : Create Change Obsolete

**SAP (Accounts Office)**

Company Code :

Company Name :

City :

Country (e.g. HK) :

Currency (e.g. HKD) :

Paying Company (e.g. C001) :

Language (e.g. E) :

Remark :

**CUPIS (ITSC)**

Update CUPIS Department Table details :

**Student Accounts (ITSC)**

Update Student Accounts details :

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | Requested by | Endorsed by  (User) | Endorsed by  (ITSC) | Completed by | Accepted by |
| Name |  |  |  |  |  |
| Signature |  |  |  |  |  |
| Date |  |  |  |  |  |