

TAMS Privilege Request System

1. [Bookmark the link](#) for submitting travel requests
2. Login via SSO
3. After logging in it will pre-populate your Name, Student ID, EUID, and Email.

[\[Log out\]](#)



Name

Benjamin Warren

Student ID

[REDACTED]

EUID

[REDACTED]

Email

Ben.Warren@unt.edu

Leaving Date

Leaving Time

Returning

Returning Time

Option Type

Please select...



Destination Address

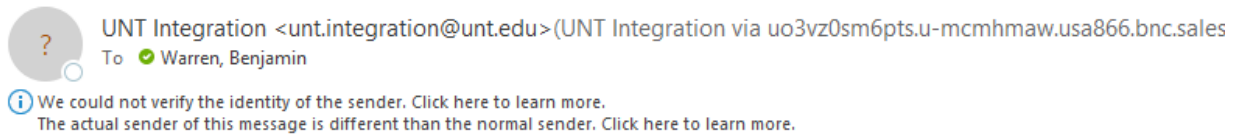
Please enter mailing street, city, state, and zip code.

Submit

Fill out your travel request carefully and accurately the first time! If your travel request requires you to miss classes, please speak to your Academic Advisor and fill out a [Class Absence Form](#).

Once completed, a workflow will be created that involves the following:

1. Both Guardians will receive an email requesting for parental approval and showing the details of the student's travel request



You don't often get email from unt.integration@unt.edu. [Learn why this is important](#)

Dear Jane Doe,

Benjamin has requested a(n) Overnight Travel for the following dates: 1/9/2026 5:00 PM - 1/12/2026 8:00 AM.

Please look over the [request](#) and give us your parental approval or denial.

Thank you,

TAMS Student Life Staff

2. One guardian will approve the request. The approval link however remains active and can be re-visited.



First Name

Benjamin

Last Name

Warren

Student ID

[Redacted]

Leaving

01/09/2026 17:00:00

Enter MM/DD/YYYY HH:MM PM or AM

Returning

01/12/2026 08:00:00

Enter MM/DD/YYYY HH:MM PM or AM

Option Type

Overnight Travel

Destination Address

Not working during the weekend

Please enter mailing street, city, state, and zip code.

I approve the request.



Yes







No

Submit


- Guardians will receive a confirmation email that the parent approval has been received. This is not the green light to travel. Students must wait for the "Final Approval" email before all is set.

[EXT] Benjamin Warren Travel Request Parent Approval Received

 UNT Integration <unt.integration@unt.ed>
To  Warren, Benjamin

  Reply  Reply All  Forward  

Mon 1/5/2026 11:39 AM

 We could not verify the identity of the sender. [Click here to learn more.](#)
The actual sender of this message is different than the normal sender. [Click here to learn more.](#)

Dear Jane Doe,




Your approval for Benjamin's travel request for 1/9/2026 5:00 PM has been received. If you wish to cancel your submission, please contact the McConnell Hall front desk at [940-565-4955](tel:940-565-4955) (do not use the original submission link to cancel a request).







Thank you,

TAMS Student Life Staff


- After some time passes, but before the departure date and time, Student Life staff will give final approval for the travel request. Student and Guardians will receive a final approval email.

[EXT] Benjamin Warren Travel Request **Final Approval** by TAMS Student Life

 UNT Integration <unt.integration@unt.ed>
To  Warren, Benjamin
Cc  rollinwarren@gmail.com

  Reply  Reply All  Forward  

Mon 1/5/2026 11:39 AM

 We could not verify the identity of the sender. [Click here to learn more.](#)
The actual sender of this message is different than the normal sender. [Click here to learn more.](#)

Dear Jane Doe, and Benjamin Warren,

Benjamin's request for Overnight Travel on 1/9/2026 5:00 PM has received final approval by the TAMS Student Life Staff.

Thank you,

TAMS Student Life Staff

Closed Weekends and Travel Options

Fall Closed Weekends will be:

- Friday, September 4th through Monday September 7th
- Friday, October 2nd through Sunday October 4th
- Friday, October 30th through Sunday, November 1st
- Friday, November 20th through Sunday, November 29th (Fall Break)

McConnell Hall closes at 6pm on the first date of Closed Weekends and reopens at 2pm on the last date of Closed Weekends.

Travel Options / Points are in addition to Closed Weekends which do not require a travel request or privilege point

- First Semester students – 3 points
- Third Semester Students – 5 points