

UNIVERSITY of HOUSTON

Human Resources Electronic Person of Interest (ePOI) Service Type

The following are the ePOI service types that allow non–University of Houston individuals to access UH resources. The list also identifies the maximum duration permitted for each service type. Additionally, the designated Sponsor must hold a Manager-level or higher position and be in the same department as the Business Office responsible for processing the ePOI.

ePOI Service Type

General Services:

- Auditors --- 6 months
- Campus Program Workers --- 6 months
- Consultants --- 6 months
- DOR Guest --- 3 years
- Former Employee* --- 1 year
- Future Faculty Employee-HR --- 6 months
- Guest Speakers --- 90 days
- Guests --- 90 days
- Non-Paid ROTC* --- 6 months
- OCP-Nonaffiliated College Employee* --- 6 months
- OCP-Off Campus Vendors --- 90 days
- OCP-On Campus Vendors --- 90 days
- OCP-Religion Center --- 6 months
- OCP-Volunteers --- 90 days
- Other Students-Non-UHS --- 6 months
- Other Students-UHD Students --- 6 months
- Retirees* --- 1 year
- Temps* --- 6 months

Language & Culture Center Office (LCC):

- Non-Paid Faculty / LCC Instructors* --- 1 year
- Other Students – LCC Applicant --- 1 year
- Other Students – LCC Student --- 1 year

International Student & Scholar Services Office (ISSSO):

- Dependents of International Students --- 1 year
- J-1 Research Scholars --- 1 year

Identification Requirement for ePOI Service Type

All ePOI service types must provide one of the following unique identifiers, unless the service type is marked with an asterisk (*), in which case a Social Security Number is required:

- Driver's License State and Number
- Social Security Number
- Visa/Permit Type and Number