



# Application for IT Account

**Type of Account:**

- New Account
- Change to Existing Account
- Email
- Website

**Who is this Account for:**

- Academic/Staff Department
- Faculty/Staff Organization
- Student Account Extension
- Student Organization

**Account Information:**

Requested name if Club or Dept Account \_\_\_\_\_(3-8 characters required, recommend 7-8 characters)  
 Requested name of Website \_\_\_\_\_(3-8 characters required, recommend 7-8 characters)

If account is for a student account (all information is required to extend a student account)

Is this a restore of an old/deleted account:  Yes  No If yes list previous username: \_\_\_\_\_  
 Is this a temporary account:  Yes  No If yes, for how long: \_\_\_\_\_

Student's First and Last Name \_\_\_\_\_ Birth Date \_\_\_\_\_  
 Daytime phone \_\_\_\_\_ Personal E-mail \_\_\_\_\_

**Sponsor Information:**

Staff/Faculty Sponsor's Name (print) \_\_\_\_\_  
 Staff/Faculty Sponsor's Phone number \_\_\_\_\_  
 Staff/Faculty Sponsor's IT username \_\_\_\_\_  
 Staff/Faculty Sponsor's email address \_\_\_\_\_

**Reason for application:**

\_\_\_\_\_  
 \_\_\_\_\_

**Terms and Conditions (Please read carefully)**

*The State of Colorado forbids the use of University resources for personal gain without the expressed permission of the University. Failure to follow these restrictions may result in the loss of this account and/or other appropriate measures. I accept full responsibility for both the security and proper use of this account. I agree to employ all necessary precautions to secure the account. Any irregularities associated with this account shall be deemed my responsibility.*

**Additional web developer requirements:**

*I have received the approval of the head of the organization I represent to make this information public in the UCCS network. All web pages will present a professional, positive image of the University of Colorado. All information will be relevant to the University's mission. Each site will be dated with a hot link to the author's email address. Each site will be kept up-to-date. Respond promptly to questions, suggestions, and problems noted by users of the site. Current disk space is limited to 10mb.*

Sponsor Signature \_\_\_\_\_ Date of Application \_\_\_\_\_

Return this form to the IT Help Desk (El Pomar Center, first floor) or fax to 255-3592 (Attn: Chris Wiggins). The sponsor will be notified by email when the account has been created/changed.