

### Faculty/Staff Computer Account

### Application

[ ]  New Account [ ]  Change Account

[ ]  Current or previous student, applicant, employee, donor or vendor

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| Name (Last, First, MI): |       | Date of Application: |       |
| Title: |       | Department: |       |
| Bldg./Room: |       | Eastern ID (on ID card): | \*\*       |
| Full time: | [ ]  | Part time: | [ ]  | Temporary: | [ ]  | If yes, the contract end date: |       |
| Phone Ext: |       | Is this number a: [ ] New [ ] Shared [ ] Reused | Voice Mail [ ]  Yes [ ]  No  |
| **Computer Account:** [ ]  Yes [ ]  No (Required for PC login) | **Email address:** [ ]  Yes [ ]  No  |
| Other network resource: |       |
| Reason for Change: |       |

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| My signature below indicates that I hereby agree to abide by the articles of the Eastern Connecticut State University Policy on Computer use. I understand that a copy of the Policy can be obtained from the ITS Office, Science Building Room 520 or from the following ECSU web page: <https://easternct.makekb.com/entry/233/>  |
| **Applicant Signature**: |  | **Date**: |       |
| **Note: Please print, sign, scan and email this form to ITAcctReq@easternct.edu**. The account and password information will be emailed to your department representative indicated below: |
| Administrative Assistant/ Department Secretary responsible for forwarding this information to applicant. |        @easternct.edu |

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|  | Department Head Signature:  |       |
|  | Department Head Printed Name: |       |
| **For Department account only**:  |
| Department Common folder: [ ]  Yes [ ]  No  |  |
| Captive account: [ ]  Yes [ ]  No  |  |
| If yes, list of PC names:  |       |  |

**\*\*Do not submit this form without an Eastern ID.**

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| To apply for a **WEB Publishing Account**, please go to the ECSU web page to obtaina WEB Publishing Authorization form.<https://easternct.makekb.com/entry/239/>  |

# \*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\* ITS Use Only \*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*

ITS Signature: Date: Account Created:

Note: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_