

Employee Information:

Last Name : _____ First Name : _____ Middle Initial : _____

College E-mail Address : _____ * Must be an e-mail address provided by your site.

Site : Check most applicable box Crafton Valley District

Type of Web Page: Please check which items you are applying for, and if necessary supply the necessary information:

Individual (Faculty/Staff)

Department

Title/Position : _____ Department : _____

Building : _____ Room # : _____ Phone : _____

Supervisor's Name (Print) : _____

Supervisor's Signature : _____ Date : _____

Student Government (AS) Student Organization (ICC, Clubs)

Organization : _____ Start Date : _____ End Date : _____

Faculty Advisor (Print) : _____ Advisor Email : _____

Office : _____ Phone : _____

Supervisor's Signature : _____ Date : _____

Who previously held or currently holds this position? _____

Does this person need to be removed? Yes : No :

• I here by declare that I have read and do agree to abide by the SBCCD Acceptable Use Policy.

• Hosted web sites by the college or district must follow guidelines set by the college or district, as well as the following: 1) Content must be college based or district based, and not for personal use. 2) Web site can not be used for personal or other non-college or district related profit gains.

• There is no inherent right to privacy for information stored on college and/or district web servers, in which the public will have full access to, except as provided by the Privacy Act of 1974. Random monitoring of web site content by DCS support staff is not conducted; however, DCS does reserve the right to investigate unusual or suspicious content that doesn't fall under college or district guidelines. If web site content is found to be inappropriate based on college and/or district guidelines, the site will be shutdown and the responsible party will be contacted.

By signing below, you agree to the above listed conditions and statements.

Applicant Signature : _____ Date : _____

For District Computing Services Use Only

Account Information	Notes
HDO Ticket # : _____	_____
Username # : _____	_____
_____	_____
_____	_____
_____	_____