

WWW Account Request Form

The main server that hosts official webpages for colleges, departments, units and campus organizations is www.usask.ca. All official U of S colleges, departments, units or organizations qualify for accounts on this server for the purpose of building a website. The department, unit or organization head is ultimately responsible for the content of their website. Anyone requesting access to the department webpages must do so with the department, unit or organization head's approval.

If a department engages off-campus individuals to produce web content, ITS will create separate accounts for these individuals. Sharing of University of Saskatchewan passwords with anyone, on or off campus, is not allowed.

U of S Web Server: U of S colleges, departments and qualified student organizations who wish to establish or maintain a website can request access to this server. The WWW directory to which the applicant is requesting access must be specified and a supporting memo granting permission must be submitted by the college, department or organization. (The U of S web server uses the NSID for access.) General information about webpage hosting on WWW may be found at: http://www.usask.ca/its/services/webpage_hosting/dept/

CLIENT INFORMATION: (PLEASE PRINT CLEARLY)

LEGAL NAME:	_____	,	_____	
	(LAST NAME)		(FIRST NAME)	

	(MIDDLE NAME(S))			
DEPARTMENT / COLLEGE / GROUP:	_____	OFFICE PHONE #:	_____	
NETWORK SERVICES ID (NSID):	_____ (If known - example: abc123)			
STATUS:	FACULTY <input type="checkbox"/>	STAFF <input type="checkbox"/>	STUDENT <input type="checkbox"/>	OTHER (Specify) _____
SIGNATURE:	_____	DATE:	_____	
(Note: If hired in the last 30 days please complete the following and provide a memo from your department confirming employment.)				
Date of birth:	____/____/____ (YYYY/MM/DD)	Sex:	Male <input type="checkbox"/>	Female <input type="checkbox"/>

U of S Web Server:	Access required to: _____
(AUTHORIZING MEMO REQUIRED)	(DIRECTORY or URL NAME(S))

NOTE: All accounts are subject to the following Acceptable Use Clause:
Users of these accounts must adhere to government legislation and to University policies. These accounts:

- cannot be shared with others
- cannot be used for commercial gain
- cannot be used for illegal activities
- cannot be used to harass others
- cannot be used to interfere with the work of others

University of Saskatchewan's Computer Use Policy:
http://www.usask.ca/university_secretary/policies/operations/4_11.php

Failure to adhere to legislation or University policy may result in loss of the account, academic penalty or legal action.

The current version of this form is available at: http://www.usask.ca/its/services/webpage_hosting/dept/dept_account.php

→ RETURN TO ROOM 70 ARTS OR FAX TO 966-6899 ←