



Oakland University

University Technology Services

More documentation and announcements can be found on the UTS Website at www.oakland.edu/uts

Topic: Special Account Request Form
Audience: Faculty and Staff
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Account Request Form

Complete this form if you are requesting creation, modification, or deletion of a:

- An individual PCI Domain account
- A system “service” PCI Domain account

You need to complete this form if:

- You are a staff member who needs Blackboard TS Client or ID Workstation access **and/or** are being granted this access to the Blackboard environment through the Blackboard Terminal Server.

This form is not appropriate for requesting the creation, modification, or deletion of a :

- An individual Blackboard user Account
- An individual Fore user Account

Please contact the appropriate Application Administrator for directions on how to obtain an individual access to these applications.

Complete all applicable sections of the form and either fax it to 1-248-370-4209 or return this form to the:

Operations Service Counter
University Technology Services
220 Dodge Hall of Engineering
Oakland University
Rochester, MI 48309-4401

For further help, please email uts@oakland.edu.

Account Request Form

Fax this page of the form to University Technology Services extension 4209.

Applicant Information — *(All information below is required for any request to be processed.)*

Applicant Name:	Applicant Department:
Applicant E-mail Address: _____@oakland.edu	Check One: <input type="checkbox"/> Oakland University Employee <input type="checkbox"/> Student Employee <input type="checkbox"/> Temporary Employee — NAME OF AGENCY _____
Applicant Telephone Number:	
Supervisor Name:	
Supervisor Telephone Number:	
Supervisor Signature:	
Date:	

Type of PCI Domain Account	Type of Request	ACCOUNT ACCESS
<input type="checkbox"/> Individual account <input type="checkbox"/> Service account	<input type="checkbox"/> Create New Account <input type="checkbox"/> Modify Existing Account <small>(check type of account)</small> <input type="checkbox"/> Reset account Password <small>(check type of account)</small> <input type="checkbox"/> Delete Account <small>(check type of account)</small> <input type="checkbox"/> Unlock Account <small>(check type of account)</small>	<input type="checkbox"/> IDWorks Workstation <input type="checkbox"/> TS Client Role <input type="checkbox"/> Terminal Server <input type="checkbox"/> Other – Please Specify Below

University Technology Services Operations USAGE ONLY:

Username:	Password:	Date: