

ACCEPTABLE E-MAIL USE AGREEMENT

Northwestern Oklahoma State University
Alva - Enid - Woodward

Print your full name: \_\_\_\_\_

How can Information Technology contact you to set up the e-mail account? \_\_\_\_\_

Campus: [ ] Alva [ ] Enid [ ] Woodward; [ ] Full-time [ ] Part-time [ ] Adjunct; [ ] Faculty [ ] Staff

Job Title: \_\_\_\_\_ Dept: \_\_\_\_\_

NWOSU Phone: \_\_\_\_\_ Building: \_\_\_\_\_ Room No.: \_\_\_\_\_

Requested Password\*: \_\_\_\_\_ (at least 6 characters: include one upper case, one lower case, one number, one symbol)
(Example: Rangerpride07!)

\*The System will reject your setup if you use any part of your name in the password (security precaution).

\*Note: once e-mail has been set up by Information Technology, you should immediately change password. Call Craig Ricke or Leeta Grimsley at 327-8602 or 8585 for more information.

Your e-mail address will be your first and middle initial and last name @nwosu.edu. E.g.: jmdoe@nwosu.edu

Failure to abide by NWOSU e-mail policies and procedures can result in sanctions, ranging from discipline to termination of employment.

My signature indicates an agreement to abide by the policies and procedures of Northwestern Oklahoma State University regarding access to networked information resources, as presented to me on:

Today's Date ->

Signed ->

Rev (8-08)



OFFICIAL CAMPUS DIRECTORY SETUP REQUEST

Northwestern Oklahoma State University
Alva - Enid - Woodward

Print your full name: \_\_\_\_\_

E-mail address: \_\_\_\_\_@nwosu.edu NWOSU Phone: ( 580 ) \_\_\_\_\_
(first and middle initial plus last name)

Job Title: \_\_\_\_\_ Dept: \_\_\_\_\_

Room No., Bldg.: \_\_\_\_\_

Campus: [ ] Alva [ ] Enid [ ] Woodward; [ ] Full-time [ ] Part-time [ ] Adjunct; [ ] Faculty [ ] Staff

Today's Date ->

Signed ->

Rev (8-08)