



Howland Schools Account Application

Please complete, include signatures, and return to Network Supervisor

Please Circle One

Add Account Change Account Delete Account

Name:		Phone Number/Ext:	
Email Address:		Position:	
Building Name:		Classroom/Office #:	

Select services you need:			
<input type="checkbox"/>	ESIS (Student Services)	<input type="checkbox"/>	Email
<input type="checkbox"/>	High School LAN	<input type="checkbox"/>	Middle School LAN
<input type="checkbox"/>		<input type="checkbox"/>	Bess Override (complete "Bess Filter Override Account Request" form)
<input type="checkbox"/>		<input type="checkbox"/>	Other _____

The Howland Schools systems to which your account has access should be used exclusively for district related business. It is understood that misuse of your account can lead to the temporary or permanent loss of system access. Any loss of data or costs resulting from the misuse of these privileges will be your sole responsibility. Howland Schools reserves the right to reject requested privileges where sufficient need is not demonstrated as well as the right to suspend use of the account for reasons of misuse or for system maintenance. Please review the district Acceptable Use Policy (AUP) before signing this form. By signing this form you are stating that you have read & consent to the referenced AUP.

Your Name Printed

Your Signature & Date

Principal/Supervisor Name Printed

Principal/Supervisor Signature & Date

TECHNOLOGY OFFICE USE ONLY

Your request for district computer access account(s) has been completed. Please see you building Technology Assistant for help in gaining access to your account(s) and resetting your initial password(s).

***** PLEASE DO NOT SHARE YOUR ACCOUNT INFORMATION WITH ANYONE, OR POST THIS INFORMATION IN YOUR CLASSROOM/OFFICE. NOT SAFE GUARDING THIS INFORMATION CAN RESULT IN LOSS OF DATA AND/OR DISCIPLINARY ACTION.**

ACCOUNT TYPE	USERNAME	PASSWORD
ESIS:		
EMAIL:		
BESS OVERRIDE:		
HIGH SCHOOL LAN:		
MIDDLE SCHOOL LAN:		
OTHER:		