

Account Request Form
 E-mail and Mac ID Accounts for Employees

Your Mac ID account provides access to the proxy server, virtual private network (VPN) for MacConnect and wireless access, WebCT and is your login ID to centrally managed servers.

Submit your completed form to UTS Main Office Please allow 3 days for processing		PLEASE PRINT CLEARLY Login information is sent to your campus location	
Today's Date:		Accounts required: E-mail <input type="checkbox"/> Mac ID <input type="checkbox"/> Please note: Library e-Resources are accessed through a LibAccess Account at: http://libaccess.mcmaster.ca	
Do you have an account on another campus system (IBM/Oracle)? If yes, indicate your user name below:			
User name:		System:	
Employee/Student No.:			
Last Name:		First Name:	
Status at McMaster: <input type="checkbox"/> Staff <input type="checkbox"/> Faculty <input type="checkbox"/> Post Doc <input type="checkbox"/> Other: _____ If Contract, Roll 3 or Generic account, indicate expiry date: _____			
Department:		Faculty of:	
Building:		Room No.:	Ext.:
Request a temporary password: Must be at least 8 characters Must be reset after first login		Applicant's Signature: <u>REQUIRED</u>	
IMPORTANT: Applicants are accountable for all activity conducted under their assigned user name. By authorizing (signing) this application, you agree to adhere to all McMaster and UTS policies, particularly the Code of Conduct for Computer and Network Users , available for review at http://www.mcmaster.ca/uts/policy/netcond.htm . If you suspect that someone has accessed your account, or notice any other irregularities, please report it to UTS immediately .			
Requesting Supervisor's Authorization Required unless you are a Roll 1 employee and come to the Main Office, T13-127 to set up your account. You will need to bring your employee ID card with you.			
Supervisor's Name and Title: (Please print)		E-mail:	
Signature: (Please print this page, apply signatures and email or fax to UTS)		Extension:	

----- For UTS Use Only -----

Authorization:	Date:
User name:	Account Expires:
UID/Group:	