



EMPLOYEE ACCOUNT AGREEMENT

Please complete & return to Information Services Department. You will be assigned a login name and password.

To expedite your request, please print clearly and provide a contact phone number to discuss account naming in the event of a conflict. Please check this box if this is an application for a name change and provide old and new names below.

Last Name: _____ First Name and M.I.: _____

Job Title/Position: _____

School Site: _____ Work Phone: _____ Contact Phone: _____

Please plan to check your electronic mail daily. Once this request is complete, your name will be published as an ACTIVE E-mail user, and other E-mail users may immediately begin sending you messages.

I have read the District Internet Acceptable Use Policy/Procedure. I agree to follow the rules contained in this Policy/Procedure. I understand that if I violate the rules, I may face disciplinary action. E-mail is the property of CUSD. Employees should have no reasonable expectation of privacy when using CUSD E-mail.

I hereby release the district, its personnel, and any institutions with which it is affiliated, from any and all claims and damages of any nature arising from my use of, or inability to use, the District system, including, but not limited to claims that may arise from the unauthorized use of the system to purchase products or services.

X _____
Applicant Signature _____ Date _____

Applicant's HOME ADDRESS: _____

X _____ (to verify employment & eligibility)
Supervisor Signature _____ Date _____

This space reserved for System Administrator (or designee)

Login Name: _____ Assigned by: _____
Email Address: _____@chicousd.org
Password: _____ Date: _____