APPLICATION FORBLACKBOARD
ADMINISTRATIVE ACCOUNT

Original applications will be held in the Campus Card Manager's Office in the Joe Crowley Student Union. If you have questions regarding this form please contact Penny Leathley at 775.784.4008.

First Name   Middle   Last Name   Employee ID or
                                    Initial   Student R Number

Title   Department   Campus Phone

Building   Room #   Mail Stop   Net ID

Please choose type of access:

☐ New Account

☐ Delete

☐ Transfer / Different Dept: _____

Guidelines:

1. Users may access only the information for which they have authorization.
2. Users may be held responsible for all activity on their computer accounts.
3. Computer access is limited to those activities authorized by virtue of one's scope of responsibility within the University.
4. Users may not give their user ID and password to anyone else to use. If one violates the security requirements, access will be terminated.

Choose access privileges required:

☐ Admin   ☐ System Changes
☐ View Only   ☐ Deposits to Accounts
☐ Changes to Accounts   ☐ System Access
☐ Imports / Exports   ☐ Reports Only

Applicants Signature: _____   Date: _____

Supervisor's Signature: _____

* Please submit all required materials to Penny Leathley, Crowley Student Union Rm. 204, Mail Stop 0442

WolfCard Office Use Only		
☐ Approved ☐ Denied	Signature/Date: _____	