Department-Organization UIT Resources Sponsorship Application

For Faculty/ Staff Only

Purpose: This application is to be used for UH-affiliated departments or organizations needing UIT resources for the purpose of supporting instructional, research or administrative activities on the University of Houston computing facilities. Departmental resources must be sponsored by a department head or faculty member. This form is only for current faculty and staff only. If the resource is for a student organization, you must use the Sponsored Student Organization UIT Resources form which must be sponsored by the Center for Student Involvement office. All other organizations can apply by using this form. UIT resources will stay under the owner's name until the owner is no longer affiliated or the department no longer needs the resource. Please fill out all sections; failure to do so may result in delay of processing your request.

Applicant/Owner Information

MyUH ID #   Account

First Name   E-mail

Last Name   Phone

Purpose of this account

Signature   Date

UIT Resource Request Information

Check the type of resource(s) you are applying for?

- CougarNet - used for connecting to computers and applications on campus (complete section A)

- Central Web Server (www.uh.edu) - used to publish content to web page (complete section A, B)

- UH Listserv (@listserv.uh.edu) - used to deliver messages to hundreds of e-mail accounts (complete section C)

- Exchange E-Mail (@central.uh.edu address) - used as an e-mail account for your department or organization (complete section A, D)

- UH Alias (@uh.edu) - used to deliver messages to one or few e-mail accounts (complete section E, F)

- ECC_UNIX - only for Engineering College faculty, staff, and students (complete section A)

(A) UserID must be 3-8 characters in length - Used for CougarNet, Central Web Server, Exchange E-Mail, and ECC_UNIX

UserID   UserID (#2 Choice)

(B) For Central Web Server (www.uh.edu), what would you like your URL to be:

www.uh.edu/   (#2 Choice) www.uh.edu/

(C) For Departmental or Organizational Listserv (prefix@listserv.uh.edu), what would you like your prefix to be:

UH Listserv

UNIVERSITY of
HOUSTON
YOU ARE THE PRIDE
UNIVERSITY INFORMATION TECHNOLOGY

Department-Organization UIT Resources Sponsorship Application

For Faculty/ Staff Only [continued]

(D) For Exchange E-Mail, what would you like your Display Name to be:

Display Name

(E) For Departmental or Organizational UH Alias (prefix@uh.edu), what would you like your prefix to be:

UH Alias   (#2 Choice) UH Alias

(F) For Departmental or Organizational UH Alias (prefix@uh.edu), list the e-mail address(es) you want messages to be delivered to:

E-mail (1)

E-mail (2)

E-mail (3)

E-mail (4)

E-mail (5)

This section must be filled out by your Sponsor. For more information on sponsorship requirements, visit :
http://www.uh.edu/infotech/services/accounts/sponsored/index.php

Sponsor's MyUH ID #   Sponsor's Manager's MyUH ID #

Sponsor's Full Name

Sponsor's E-Mail

Sponsor's Signature   Date

Please see our UIT policies concerning computer use:
http://www.uh.edu/af/universityservices/policies/sam/7InfoServices.htm
http://www.uh.edu/af/universityservices/policies/mapp/10mappit.htm

For questions about this process or form, please contact sponsorship@uh.edu.

Please return this form to sponsorship@uh.edu or fax to 713-743-1410. Allow approximately 2 business days for processing. Information about the UIT resource will be sent to the e-mail address you provided above and your sponsor's e-mail address.