

Department of Computer Science & Engineering

SERVICE/ACCOUNT REQUEST FORM

Fill in required fields*, print, sign, and choose 1 of the following 3 options (email is fastest)

- Scan to PDF (to include signature) and email to: accounts@cse.tamu.edu
- Return it to 301 H. R. Bright Building (Building# 353)
- USPS or Campus Mail to: MS 3112, College Station TX, 77843-3112

This form should be completed by the person for whom the new account will be created.

Last Name (surname, family name)*	First Name*	Middle Name
External E-mail* (not @cs or @cse)	Faculty/Staff Sponsor*	
Role* (pick from drop-down list)	Phone #	Desired Username
UIN (required for students and TAMU employees)	Date Needed*	Expiration Date* (Accounts expire after 1 yr, and may be renewed annually)

Other access needed (please describe):

Statement of User Responsibility

Upon receiving permission to access to the above requested services, I acknowledge my responsibility for strictly adhering to the Texas A&M University System Rules and Regulations, as well as State and Federal regulations. I understand that I will be subject to disciplinary action and criminal prosecution to the full extent of the law (Chapter 33, Title 7 of the Texas Penal Code), if I gain or help others gain unauthorized access to these services. I agree that I shall not attempt to circumvent the computer security system by using or attempting to use any unauthorized information or transactions. I acknowledge that I am never allowed to disclose my password to anyone. By signing this form, I am agreeing to take reasonable steps to protect my password. In addition, I understand that I may not use personally owned equipment on the CSE network without prior authorization.

Requester's Signature

Date

Faculty/Staff Sponsor's Signature

Date

Note: Passwords are reset only by the request of the account owner or Division Head.

Important! Protect access to your data. Please email accounts@cse.tamu.edu when the account requester is no longer affiliated with the department so their account can be deactivated.