

**Tech Support Center User Registration Form**  
**Information Technology Services**  
**Please return this form to Maher Hall, room #170**  
**Telephone: 619-260-4726 / Fax: 4235**

**Section One:** Registration Section – For all requests (please print)

Name: \_\_\_\_\_ Phone: \_\_\_\_\_ *Temp Emp?: YES or NO End Date:* \_\_\_\_\_  
 (Ex: Workstudy, Casual Worker, Intern, etc.)

Dept: \_\_\_\_\_ Building/Room: \_\_\_\_\_ **E-mail Address:** \_\_\_\_\_

*This information on this form is true and complete to the best of my knowledge. I have received a copy of the Usage Guidelines & Policies.*

User Signature: \_\_\_\_\_ USD ID #: \_\_\_\_\_ Date: \_\_\_\_\_

**Two Authorizing Signatures are required for the following:**

<u>Access</u> (Please circle desired services)	<u>Immediate Supervisor</u>	<u>Authorizing Department</u>
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<b>ARMS (Public Safety)</b>	Signature: _____	Signature: _____
	Print Name: _____	Print Name: _____
	Title: _____	Title: _____

<b>Athletics (Recruiting Programs)</b>	Signature: _____	Signature: _____
	Print Name: _____	Print Name: _____
	Title: _____	Title: _____

<b>Conference Programmer (Summer Conferences)</b>	Signature: _____	Signature: _____
	Print Name: _____	Print Name: _____
	Title: _____	Title: _____

<b>EMS (Room Scheduling) (UC OPS)</b>	Signature: _____	Signature: _____
	Print Name: _____	Print Name: _____
	Title: _____	Title: _____

<b>MED-PRO (Counseling Center)</b>	Signature: _____	Signature: _____
	Print Name: _____	Print Name: _____
	Title: _____	Title: _____

**Two Authorizing Signatures are required for the following:**

Access  
(Please Circle Desired Services)  
**Onity Card/Access System**

Immediate Supervisor  
Signature: \_\_\_\_\_  
Print Name: \_\_\_\_\_  
Title: \_\_\_\_\_

Authorizing Department  
Signature: \_\_\_\_\_  
Print Name: \_\_\_\_\_  
Title: \_\_\_\_\_

**Power Park  
(Parking Tickets)**

Signature: \_\_\_\_\_  
Print Name: \_\_\_\_\_  
Title: \_\_\_\_\_

Signature: \_\_\_\_\_  
Print Name: \_\_\_\_\_  
Title: \_\_\_\_\_

**Star Rez  
(Housing)**

Signature: \_\_\_\_\_  
Print Name: \_\_\_\_\_  
Title: \_\_\_\_\_

Signature: \_\_\_\_\_  
Print Name: \_\_\_\_\_  
Title: \_\_\_\_\_

**Solis (Law Database)  
(Legacy)**

Signature: \_\_\_\_\_  
Print Name: \_\_\_\_\_  
Title: \_\_\_\_\_

Signature: \_\_\_\_\_  
Print Name: \_\_\_\_\_  
Title: \_\_\_\_\_

**SC Tracking**

Signature: \_\_\_\_\_  
Print Name: \_\_\_\_\_  
Title: \_\_\_\_\_

Signature: \_\_\_\_\_  
Print Name: \_\_\_\_\_  
Title: \_\_\_\_\_

**Tickets.com  
(JPC & UC)**

Signature: \_\_\_\_\_  
Print Name: \_\_\_\_\_  
Title: \_\_\_\_\_

Signature: \_\_\_\_\_  
Print Name: \_\_\_\_\_  
Title: \_\_\_\_\_

**Network, VPN,  
Calendar Manager,  
Other \_\_\_\_\_**

Signature: \_\_\_\_\_  
Print Name: \_\_\_\_\_  
Title: \_\_\_\_\_

Signature: \_\_\_\_\_  
Print Name: \_\_\_\_\_  
Title: \_\_\_\_\_

**Section Two:**

1. If you are replacing someone, name the person you are replacing/same as: \_\_\_\_\_
2. Do you have an existing account of any of the USD computer systems? Account name: \_\_\_\_\_
3. I will be using a PC/Terminal, located at \_\_\_\_\_ (include model, building & room number)

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**Remarks:                      Operations Use only**

**Username:** \_\_\_\_\_  
**UIC** \_\_\_\_\_  
**Identifiers :**