



Request Username Change

.. Use this form to request a change or correction to an existing Net-ID due to name change, typographical error, or related cause ...

User Name:		Phone No.
BRU-ID / SIS ID (if a student) Number: <i>(9-digit number from Brown Card, as 010010101)</i>		Box No.
Status: <input type="checkbox"/> faculty/staff <input type="checkbox"/> student <input type="checkbox"/> other	If other, identify affiliation with Brown:	Expiration Date (if other): *
Department Name		Department No.

General Information:

All active Brown University students, faculty and staff are assigned a username, automatically added to the web-based directory, and provided with a full complement of electronic services when admitted to Brown as a student or hired by Brown as a permanent (or miscellaneous) employee. The directory is searchable from Brown's home page or directly at <http://directory.brown.edu>.

You are also advised to read the document titled, "Using Computing Resources at Brown University", found on-line at <http://www.brown.edu/webmaster/TM009.html> to understand Brown's computing policies as well as your rights and responsibilities. Completed forms, along with a picture ID, should be brought in person to the Help Desk, located in CIT 101. Applications will be processed in three to four working days.

Please state a reason for this request and define the changes being made to existing information:

Former Name: _____ New Name: _____

Signature _____ Date _____

NOTES:

** Please supply an expiration date for staff with an appointment end date or for guests with an expiration date. On the date specified, the entry in the EAB will be deleted and all access to Network Services will be terminated. It is understood that in signing this application form, you are confirming that you have read the document, "Acceptable Use Policy" for computing (<http://www.brown.edu/cis/policy/aup.html>), and agree to abide by the guidelines and policies described therein.*

Your signature MUST be in ink and original.

CAP: Change completed on: _____	Customer Notified on: _____	CAP Initials: _____
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