NEW E-MAIL ACCOUNT REQUEST

Note: The following information is needed when creating a new e-mail account. Please be mindful of spelling.

Employee's Full Name	School	Position	Transfer (yes/no)

E-MAIL ACCOUNT REMOVAL

Note: Please be mindful of transfers so that we will not delete an account that still belongs in the district.

Name	Transfer (yes/no)	Transfer School

Requester Name: _____

Fax to: Technology Office (601-879-9760)