

LA JOYA INDEPENDENT SCHOOL DISTRICT COMPUTER CENTER USER ID REQUEST FORM

Please print or type form. All blanks must be filled out.

- New Employee
 Modify Employee Access
 Remove Employee Access

Please indicate area/s the user will be accessing: SKYWARD (Student)
 ALIO (Business)
 SKYWARD & ALIO

Employee Name _____ Principal/Director/Coordinator: _____
 Job Title _____ Signature _____
 Dept/Campus # _____ Dept/Campus Phone # _____
 Date Requested _____ Date Needed _____

USE OF SCHOOL DISTRICT INFORMATION

By signing this document, you agree to conduct yourself in a responsible, professional, and appropriate manner while using La Joya ISD computer resources. You also agree that you will not use La Joya ISD computer resources for illegal, commercial, or political purposes, that you will treat all data that you have access to appropriately, and that you are the only authorized user of your user ID(s).

 Email address Employee Number/Last four of SSN

 Employee Signature Date Signed

COMPUTER CENTER USE ONLY

Business User ID _____
 Student User ID _____
 Other User ID _____

COMPLETED	RECEIVED
Date Active _____ Date Inactive _____	

Comments: _____

