



Technology Services Request Form

Campus Activities and Orientation (CAO), in partnership with Information Technology, offers a variety of services to help enhance the types of communication available to student organizations. Your organization may be eligible for some or all of the following services. As you select a service, **please use the space below each item to provide a brief rationale for the service.**

- A telephone. *Limited to student organizations with offices and workstations.*
Rationale: _____
- An AugNet email account. *An email address checked via AugNet.*
Rationale: _____
- An AugNet folder. *For sharing private and public documents.*
Rationale: _____
- A Moodle site. *For sharing resources and collaborating.*
Rationale: _____
- Web space under web.augsburg.edu web domain. *You must request an AugNet folder with this. You must agree to abide by Augsburg College policy regarding web pages and recognize that your website will be reviewed every six months. Your student organization is solely responsible for building and maintaining its website. If any of these terms are violated, your student organization will lose access to the server.*
Rationale: _____

Name of Student Organization		
Name of Contact Person	Augsburg Email	Phone #
Signature of Contact Person		Date
Signature of Advisor		Date

FOR OFFICE STAFF USE ONLY

Signature of CAO Director	Date
Signature of CAO Liason for Computing	Date

For any questions regarding this form, or for more information regarding Technology Services, please contact Campus Activities and Orientation at 612-330-1418.