

## REQUEST FOR NEW ACCOUNT

<b>Name</b> _____	<b>Office Address</b> _____
<b>Employee #</b> _____	<b>Office Phone</b> _____
<b>Group Leader</b> _____	<b>Program Director</b> _____
<b>Office ACSM</b> _____	<b>U.S. Citizen (yes/no)</b> _____
<b>If no, country of citizenship*</b> _____	

\* If Cuba, Iran, Sudan or Syria, submit FNACS form

<b>Type of Office Desktop System</b> <i>Check all that apply</i>	PC OS: _____	Mac OS: _____	Other: _____ OS: _____
<b>Requested Username</b> _____ <i>Please use your last name or something that includes it.</i>			
<b>Account Type</b> <i>Check all that apply</i>		<b>I.S. Office Use Only</b> (initials, date, notes)	
<b>Email</b> <i>address = username@ameslab.gov</i>			
<b>Central File &amp; Print Services/AMESLAB-IOWA</b> <i>(ALAN, Novell Netware) Domain</i>			
<b>Privileged Access</b> <i>Complete a Request for Privileged Access form</i>			
<b>Cyber Only Access</b> <i>Complete a Cyber Only Access form</i>			
<b>Remote Access (VPN, ssh)</b> <i>Central File &amp; Print account required</i>			
<b>Web DAV – specify Share Access</b> <i>ameslab.gov email account required</i>			
<b>Web Author</b> <i>Central File &amp; Print, program authorization required</i>			
<b>Administrative Applications</b> <b>HP3000 (ALICE)</b> <b>Deltek</b> <b>Maximo</b> <b>Reports (Cognos 8)</b> <i>Complete a Request for Administrative Applications form</i>			
<b>Internal Wireless</b>			

Each computer account is “owned” by the requester and is to be used only by the requester.

*The undersigned requester agrees that this account will be used exclusively for authorized Ames Laboratory work and only by the requester. When the requester ceases to be an active employee with Ames Laboratory, these accounts will be disabled.*

	Signatures	Date
<b>Requester</b>		
<b>Group Leader OR:</b>		
<b>Program Director</b>		