

Longview Independent School District

Technical Services

Electronic Accounts Change Form

Current Account Information

Please enter the following information as it currently appears on the account.

First Name: _____

Last Name: _____

Social Security Number *OR* Employee ID number: _____

Username: _____

Campus: _____

Account Change

Please check the type of change. Check all that apply. Please note that we will not change your last name unless it is first changed with Human Resources. Name changes will require a new username to be assigned. This means that you will also have a new e-mail address. You will receive an account activation notice for any type of change.

First Name Change New First Name: _____

Last Name Change New Last name: _____

Password Reset (a new password will be assigned)

Acceptable Use Policy Reminder

All user accounts at Longview Independent School District are governed by the current Longview Independent School District Technology Policies and Longview Independent School District's Acceptable Use Policy (AUP). It is recommended that you read all policies. By using your account, you are agreeing to abide by these policies.

Applicant's Signature

All information on this application is true. I agree to abide by the policies dictated by Longview Independent School District. I understand that these policies may change at any time. I am aware that my electronic account privileges may be revoked for any reason at any time.

Signature

Date

Office Use Only:

Request is: Granted Denied--Reason: _____

User name: _____

Date of Change: _____ Authorized by: _____

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