

**Truman State University—Web Services**  
**Group Account Request**  
**Academic Course or Project**

<b>IT SERVICES USE ONLY</b>
Ticket No. _____
Date entered _____
Date closed _____

NOTE: This form is to request blank web space for a project/course and is not intended to be used for course management. For online course management support, see <http://blackboard.truman.edu>.

You can fill out this form online, then print it out to add the signatures.

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Course Name: \_\_\_\_\_

Course ID Number: \_\_\_\_\_

Requested Web Address: <http://>\_\_\_\_\_

**This name may be up to 63 alpha-numeric characters and may include a hyphen.**

Course Instructor: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

By signing this, I affirm that I have read the [Web Policy](#) and will be responsible for the usage of this account.

The website will be set up on the Truman WordPress network.

List individuals authorized to access the website (attach additional sheet if needed):

Name: \_\_\_\_\_ Truman Email: \_\_\_\_\_

Name: \_\_\_\_\_ Truman Email: \_\_\_\_\_

Name: \_\_\_\_\_ Truman Email: \_\_\_\_\_

Name: \_\_\_\_\_ Truman Email: \_\_\_\_\_

Name: \_\_\_\_\_ Truman Email: \_\_\_\_\_

Class Dates: \_\_\_\_\_ **Website will be deleted two weeks after the ending date.**

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**Approved by (Department Chair):**

Print Name: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

By signing this, I affirm that I have read the [Web Policy](#) and will be responsible for the usage of this account.

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**Please submit the completed form to:**

Web Services-ITS, McClain 111  
Email: [webmaster@truman.edu](mailto:webmaster@truman.edu)  
Fax: x7632