Information Technology Services – Application/Web Services

CMS Desk - Website Access Request

Date:

Name:

E-mail:

Login Username:

Job Title:

Website Address:

Department:

Phone:

Supervisor Name:

Supervisor Email:

Primary Admin:

Primary Admin Email:

Special Requests/Comments:

Primary contacts can be found at:
http://its.hsc.wvu.edu/website-support/website-access-requests/
If you are unsure of the website's primary administrator, please contact cmsdesk@hsc.wvu.edu for assistance.

• WVU web sites may not contain or link to inappropriate material such as pornography.
• Only files directly associated with the web site in question may be stored on the WVU web server. MP3 files, ZIP or other archive files, executables and program files typically should not be placed on the web server. Acceptable files include HTML, JavaScript source files, image files (.jpg, .gif), cascading style sheets, and other files necessary to the normal display of web content.
• Web sites should be limited to a reasonable amount of disk space usage appropriate for web based information delivery. Web space is NOT for file storage or personal backup.

I agree to comply with all WVU Office of Information Technology policies governing appropriateness of use and content information supplied on or through the official West Virginia University home page. This statement applies regardless of whether the information is provided locally or is linked from another source.

I understand that Information Technology Services may, without notice, remove links to any source, on campus or off, for security, operational, or policy reasons. When possible, advance notice will be provided.

I agree to comply with the Accessibility Standards in Title II of the Americans with Disabilities Act and Section 508 of the Rehabilitation Act of 1973.

I agree to abide by all copyright/trademark licensing regulations and laws.

Applicant Signature: _____

Supervisor Signature: _____

Primary Administrator Signature: _____

*Please return completed form to Information Technology Services, Room 2041 in the HSCN, or via campus mail to Box 9011. You may scan and email documents but all signatures must be handwritten. No digital signatures accepted. Requests will be created within 5 business days of receipt.

*Requests can be e-mailed to cmsdesk@hsc.wvu.edu. Originals should still be mailed to P.O. Box 9011.