



Policy & Procedures

Network Storage Request Form

Applies to: University Faculty & Staff

Network Storage is an Intranet service and available only to holders of a Gothic account. Please refer to the [Network Storage Policy](#) for a complete description of the service, full policy details, and application instructions.

- Network storage is to be used for University-related data only. Copyrighted and non-licensed materials are not allowed on these servers. This includes all forms of multimedia data, specifically music and video files.

Please fill out the following information and send to IT Help Desk, Rossey Hall, Room 058.

Department Supervisor:			
Supervisor Email:		Supervisor Extension:	
Folder Name (you may leave this blank):			

List of department users

	Name	Gothic ID	Departmental Folder Access	
			Read & Write	Read Only
1			<input type="checkbox"/>	<input type="checkbox"/>
2			<input type="checkbox"/>	<input type="checkbox"/>
3			<input type="checkbox"/>	<input type="checkbox"/>
4			<input type="checkbox"/>	<input type="checkbox"/>
5			<input type="checkbox"/>	<input type="checkbox"/>
6			<input type="checkbox"/>	<input type="checkbox"/>
7			<input type="checkbox"/>	<input type="checkbox"/>
8			<input type="checkbox"/>	<input type="checkbox"/>
9			<input type="checkbox"/>	<input type="checkbox"/>
10			<input type="checkbox"/>	<input type="checkbox"/>
11			<input type="checkbox"/>	<input type="checkbox"/>
12			<input type="checkbox"/>	<input type="checkbox"/>

(please use a separate sheet of paper for more names)

Related Documents

- Network Storage Policy
- Network Storage Guidelines