

## **School Center Web Server Access Request Contract**

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Direct access to the School Center web server computer enables school webmasters to conveniently and effectively maintain their websites from school or home via the Internet. The intent of this access is to assist those school webmasters who have a demonstrated commitment to integrating technology into the curriculum via webpage authoring. The school webmaster will also be responsible for creating and maintaining accounts for teacher webpages at his or her school site.

In applying for this access I understand that I am responsible for keeping my access password private, for maintaining account security, and for making sure that any and all content that may appear on my web pages is in compliance with the **GCS Acceptable Use Policy EFE** and also in compliance with the **GCS Webpage Publishing Guidelines**.

I understand that webmaster access for School Center is being requested by myself and once set cannot be changed except by the School Center Web Manager. Webmaster access will only be awarded to one person at each school site.

Send this form via courier mail to: Michae West, GCS Webmaster, Eugene St. or fax to 370-8374.

<b>Access For</b>	<b>School Webmaster</b>
<b>Name</b>	
<b>School Center Username</b>	
<b>Location</b>	
<b>Position</b>	
<b>Work Phone</b>	
<b>Requestor's Signature</b>	
<b>Principal or Supervisor's Signature of Approval</b>	
<b>Date of Request</b>	