

Student Organization UIT Resources Sponsorship Application

For Student/
Campus
Organizations
Only

Purpose: This application is to be used by one of top 3 officers of the student/campus organizations needing UIT resources for the purpose of supporting instructional, research or administrative activities on the University of Houston campus. The officer must be registered with Center for Student Involvement (CSI) office. The Center for Student Involvement office staff must approve all resources. The sponsored resources will be active for up to one (1) calendar year from the date of creation and may be renewed.

Applicant/Owner Information

MyUH ID #	Account
First Name	E-mail
Last Name	Phone
Name of Registered Student Organization	
Signature	Date

UIT Resource Request Information

Check the type of resource(s) you are applying for?

- Central Web Server (www.uh.edu) - used to publish content to web page (complete section A, B)
- Exchange E-Mail (@central.uh.edu address) - used as an e-mail account for your organization (complete section A, C)
- Organizational Listserv (@listserv.uh.edu) - used to deliver messages to hundreds of e-mail accounts (complete section D)
- Organizational Alias (@uh.edu) - used to deliver messages to one or few e-mail accounts (complete section E, F)

(A) UserID must be 3-8 characters in length - Used for Central Web Server and Exchange E-Mail

UserID UserID (#2 Choice)

(B) For Central Web Server (www.uh.edu), what would you like your URL to be:

www.uh.edu/ (#2 Choice) www.uh.edu/

(C) For Exchange E-Mail, what would you like your Display Name to be:

Display Name

(D) For Listserv (prefix@@listserv.uh.edu), what would you like your prefix name to be:

Listserv Name

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(E) For Organizational UH Alias (prefix@uh.edu), what would you like your prefix to be:

UH Alias

(#2 Choice) UH Alias

(F) For Organizational UH Alias (prefix@uh.edu), list the e-mail address(es) you want messages to be delivered to:

E-mail (1)

E-mail (2)

E-mail (3)

E-mail (4)

E-mail (5)

This section must be filled out by Center for Student Involvement (CSI) office staff:

CSI Office Staff
MyUH ID #

CSI Office Staff
Full Name

CSI Office Staff
E-Mail

CSI Office Staff
Position Title

CSI Office Staff
Signature

Date

Please see our UIT policies concerning computer use:

<http://www.uh.edu/af/universityservices/policies/sam/7InfoServices.htm>

<http://www.uh.edu/af/universityservices/policies/mapp/10mappit.htm>

For questions about this process or form, please contact sponsorship@uh.edu.

Please return this form to sponsorship@uh.edu or fax to 713-743-1410. Allow approximately 2 business days for processing. Information about the resource(s) will be sent to the e-mail address you provided above and your CSI office staff's e-mail address.