



Request for Creation/Modification of myUMBC Account

The following information is needed in order for the OIT: Help Desk to process your request and contact you after after the requested action has been taken. NOTE: For the protection of the account owner, fax requests are only good up to 4 hours after transmission.

Name: _____ campus ID: _____

Status (select one): ___ Student ___ Faculty ___ Staff ___ Other: _____

Home Phone: _____ Work Phone: _____ Cell Phone: _____

UMBC username: _____ Alternate email address (nonUMBC): _____

I am requesting that the OIT Help Desk complete the following transaction with regard to my computer account (select any/all that apply):

Create a *myUMBC* account

Reset my PIN

Reset my *myUMBC* password *resetting this password will affect your email/Unix/Corporate Time/OIT lab login

Reset my Novell password

Please note: In addition to this submitting this form, the requested actions listed above will require that the requestor fax a copy of a picture ID (driver's license, UMBC red ID, passport, etc.) to the Help Desk (410-455-1477). This request cannot be processed until the picture ID has been received at the Help Desk.

Signature of myUMBC Account Owner