VPN Request Form for Employees

Freedom of Information and Protection of Privacy

The information that you provide on this form is collected under the authority of the University Act and Freedom of Information and Protection of Privacy Act Section 32(c). It will be used to process the request for a computer account and for contact purposes. Your personal information is protected by Alberta's Freedom of Information and Protection of Privacy Act and can be reviewed on request. If you have any questions about the collection or use of this information contact the IT Service Desk (E251) by phone at 403.440.6000 or via email at itservicedesk@mtroyal.ca.

By signing this form you have agreed to the Acceptable Use of Computing and Communication Resources Policy.

Client Information (required)

First Name:

Middle Initial: Last Name:

Employee #:

MRU Username: Phone: Room:

Department: Department Head: Job Title:

Requestor Signature: Date:

_____

By signing this form, you have agreed to the Acceptable Use of Computing and Communication Resources Policy.
Note: The owner of this account is **SOLELY** responsible for its use and activity. Keep your password and account information confidential.

Department Head Signature: Date:

_____

Computer information

1. For MRU PC

PC Operating System: Asset #:

2. For other PC

Owner/Organization: PC Operating System:

Anti-Virus Software Used: Firewall Used:

Type I: Remote Access request

☐ Remote Desktop Access required

Type II: Special Remote Access requests (ITS use only)

Server Remote Access:

(Specify server name, ports and protocol required to access specified server)

Other Special Remote Access Required:

Please complete this form then scan and email it as an attachment to: itservicedesk@mtroyal.ca.