Request to Grant Graduate Student Access to a UNCW Web Site Directory

Explanatory Note: Due to the demands on departments, it is often difficult to maintain Web page content and accuracy. This form gives a designated graduate student permission to access and alter certain content and assets under the general direction of a designated approver.

Please Note: Content Managers that accept the Approver Role must be Cascade trained and are responsible for reviewing the content their student submits in order to determine whether the content should be approved, rejected, or edited prior to publishing that content on the UNCW web server.

Student's full name: _____

Student's UNCW e-mail address: _____ ☐ Graduate Student

Web site URL: https://uncw.edu/_____

Web Site Access Acknowledgment:

As a Student Web Content Manager in the _____ department, I understand that I will be given read, write, and modify access to the _____ website on the UNCW web server. I further understand that I am responsible for the content and accuracy of this website and that I am allowed to publish and delete assets from this site. I will be required work in partnership with an assigned faculty / staff approver to complete my website assignments. My permissions are specific for this directory only and I will not browse, edit, add or delete files in other directories on the UNCW web server. I affirm that I have read and understand the Responsible Use of Electronic Resources Policy (ITS 1.00 -- *https://uncw.edu/responsibleuse*), that I will comply with the authorized and responsible use rules, and that any non-compliance may result in denial of access to University information systems and/or other disciplinary actions, up to and including dismissal, in accordance with appropriate university policies, rules and regulations.

By my and my approver's signature below we understand and agree to the conditions outlined above and that this request is valid until my approver requests that my permissions be removed from the specified UNCW website.

_____	_____	_____
Student Signature	Student Printed Name	Date

By my signature below I, the approver, accept responsibility for reviewing, checking, validating, and publishing the work of the above Student Web Content Manager.

_____	_____	_____
Approver Signature	Approver Printed Name	Date
_____	_____	_____
Dept. Head Signature	Dept. Head Printed Name	Date