Non-WSU User Accounts
for CaTS Computer Facilities

Temporary campus accounts are required for use in many facilities at Wright State University. This account provides access to WINGS and the Internet. Account sheets with passwords should be collected and returned to CaTS immediately upon completion. Reservations are the responsibility of the requestor.

CaTS requires THREE working days’ notice to verify, generate, and print these accounts. Accounts should be picked up and signed for at the Help Desk in 025 Library Annex. Requests may be faxed to (937) 775-3331.

Requested by (WSU Affiliated):__________________________________________________________

Phone Number: ____________

Person Authorized to Receive Accounts:_____________________________________________________

Use Period (Dates): ____________

What will these accounts be used for? _______________________________________________________

____________________________________________________________________________________________________________

Will these accounts require printing capabilities?    ☐ Yes    ☐ No

If printing is needed, what FOAP will be used to cover printing costs?

______________________________________________________________________________________

Number of Accounts Required: ______

Signature: ___________________________     Date: ___/___/20___

For Computing & Telecommunications Services Purposes Only

Completed: ___/___/20___     Completed by: ____________________________

Picked up: ___/___/20___     Received by: ____________________________

CaTS employee releasing accounts: ____________________________

Return this form to the CaTS Account Manager after releasing accounts to the instructor.