Please complete form in duplicate and attach copy of your institutional identification

COLLEGE OF MEDICINE
UNIVERSITY OF IBADAN
DEPARTMENT NETWORK ACCOUNT REQUEST FORM

Please complete this form and return to ITU Provost Office. Your account will be activated only if your form is satisfactorily completed. Please ensure that information provided is accurate.

Applicant Information (please write clearly in block letters)

Department Name: _____

Head of Department Name: _____

Proposed Login: _____

Faculty: _____

Office Phone: _____Mobile phone: _____

Important information regarding your account

1. The use of your account is governed by the following policies:
   - You should not share your account with a third party or represent yourself as being someone else
   - You may use your account for incidental personal purposes, provided that you do not interfere with others' use of services, interfere with the work of other University employees or Students- including yourself- or incur cost to the University. However, you should note that as deemed necessary, the University might monitor your transactions.
   - You may not transfer this account to any other, it is tied to your appointment in the University

2. The Security of your account is dependent on your password. You should select a password carefully and never share your account or reveal your password to another person.
   The best passwords have the following qualities:
   - They are easy to remember
   - They contain more than six (6) characters (Preferably eight (8)),
   - They are not dictionary words or derived from information specific to yourself (i.e.., Your name, Your birthdates, Matriculation number etc.
   - They contain mixtures of uppercase and lowercase letters, numbers, and special characters.

3. Your initial password _____is system generated and are provided by the system analyst registering you. Please change this at your earliest convenience if so desired by visiting https://accounts.com.ui.edu.ng

4. By registering for this account, you are held responsible for all transactions emanating from the associated e-mail address. Please bear in mind that your e-mail account is governed by the policy in (1) above and in addition:
   - Should not imply COM endorsement or recommendation
   - Should not be used to conduct non-university business
   - Must not be used to break the law or violated university policy (examples include copyright infringement, harassment, cyber-stalking, intentional disruption of system operation by spam or viruses, unauthorized access to files or accounts etc.)

POLICY VIOLATIONS MAY LEAD TO RESTRICTION TO ACCESS AND/OR REPORTED TO APPROPRIATE DISCIPLINARY AUTHORITY FOR NECESSARY ACTION.

_____   _____
Department Head Signature   System Analyst Signature