

department of student programs

E-MAIL / WEB / LISTSERV FOR STUDENT ORGANIZATIONS

Name of Organization: _____

Purpose of Group: _____

I'm applying for a Web Account E-mail Account Listserv

Proposed E-mail Address (This will be the e-mail address of the organization. It must be meaningful, indicative of the group, its function or purpose, and be 3 to 8 characters long, not including the @tulane.edu suffix.):

1st Choice: _____ 2nd Choice: _____ 3rd Choice: _____

Preferred Web Address (must use www.tulane.edu/~ as prefix and be 3 to 8 characters long):

Preferred Listserv Name (must end in -L, such as TUCP-L): _____

To get a listserv, you must first fill out a request from TIS. The form is available at <http://www2.tulane.edu/listserv/setupmaillist.cfm>

Owner's Name: _____

Title: _____

Owner's E-mail Address: _____

(Student Programs and TIS reserve the right to reject or alter any e-mail address or web address name that may be confusing or misleading.)

I, the undersigned mailbox owner, having read the Tulane Technology Services "Policy on use of computers and networks" agree to abide by the terms and provisions of this policy and to ensure that all users of this e-mail/web account are aware of and will agree to abide by the terms and provisions stipulated therein. I also agree to maintain a list of all users and to provide that list to TIS upon request.

Signature of Mailbox Owner _____
Date

Signature of Department Head or Faculty Adviser _____
Date

Return this form to the Office of Student Programs, Suite 103 Central Building.

