Information for email and AS400 Account

Name: (First, Middle, Last) _____

5 Character Password for AS400 _____

Date of Birth (Email Password) _____

Campus _____

Building/room# _____

Date you begin working _____

Once you begin working it will take 2 to 3 days for Will Booker and/or Rodney Lord to see you to set everything up. Either of them can answer any questions you may have at that time. They will need to meet with you so they can demonstrate how to use our programs. You will not be able to sign onto the computers in the office until you accounts have been created. Please be sure to fill this form out as soon as you are hired.