

# Application for Computer User and Email Account

In order to establish an LRS domain and email account, please fill out the information below. Your user ID will consist of the first initial of your first name and your full last name (example: jdoe). Your password must be at least 8 characters, have one upper case letter and one number. Please remember that all passwords are case-sensitive. Please also note that a completed *Staff Network and Internet Acceptable Use and Safety Agreement* (Form 7540.04 F1) must be submitted and on file prior to account creation.

First Name: \_\_\_\_\_

Last Name: \_\_\_\_\_

Password: \_\_\_\_\_

School: \_\_\_\_\_

Grade/Position: \_\_\_\_\_

Please submit the completed form either in-person, via inter-office mail or through email to [Robert Williams](#), [Dan Dallas](#), or [Luis Roldan](#) in the technology department at Central Office.