

SACRED HEART UNIVERSITY – ADMINISTRATIVE INFORMATION TECHNOLOGY

REQUEST FOR RECRUITMENT PLUS LOGIN ACCOUNT FORM

SECTION 1: *To be filled out by the individual requesting access to Sequitur:*

NAME: _____

DEPARTMENT: _____

Login Accounts are the same as your SHU network login account name.

LOGIN NAME: _____

Passwords must be a combination of characters and numbers – or – upper and lower case characters. Please enter the password you would like. If left blank, Administrative IT will assign a password for you.

PASSWORD: _____

SECTION 2: *To be filled out by the Dean of Undergraduate Admissions or the Dean of Graduate Admissions:*

Access granted for: _____ Undergraduate Admissions

_____ Graduate Admissions

With privileges set to: _____ Guest

_____ User

_____ Administrator

Authorizing Signature(s): _____

Date: _____ / _____ / _____

FOR ADMIN IT: Account Created: _____ / _____ / _____ Deleted: _____ / _____ / _____