

CHG-BSL REQUEST FORM

General Information

Request Date* (month/day/year) :

Requestor Name* (first and last, at least) :

Requestee Name* (first and last, at least) :

Requestee Designation* (check all that apply) :

- ☐ Faculty ☐ Graduate Student
☐ Staff ☐ Undergraduate Student
☐ Visitor ☐ Other :

Start Date* (month/day/year) :

Requestee Clemson Email* :

* required

Secretariat Account

☐ Create an account on Secretariat

Assign to the following group(s).

- ☐ alexandrov ☐ mackanholt
☐ duren ☐ morgante
☐ lackey ☐ Other :

Desk Hardware / Software

Room #:

- ☐ Monitor ☐ Specific, additional cables : ☐ Software (requires admin access to install) :
☐ Tower
☐ Keyboard ☐ Other :
☐ Mouse

Additional Comments