

Computer (WINDOWS/ MAC/ LINUX) Administrative Rights Request

In order to reduce the likelihood of malicious software compromising College IT systems, users do not normally have administrative rights on their computers. If you require full administrative rights please complete this application form, sign it to confirm that you have read and accept the conditions and then forward to your department head for approval. You will be informed by the IT when your rights have been changed.

WARNING: Logging in to a College WINDOWS/ MAC/ LINUX with admin rights always pose a level of security risk. Users should take extreme care when web browsing, particularly when downloading software or opening attachments from unknown or untrusted sources.

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| To be completed by the applicant | | | |
| Name: | | Department: | |
| Tel No: | | Department Head: | |
| Type of OS: <small>(Windows/ MAC/ LINUX)</small> | Location: <small>(Bldg/Rm)</small> | Serial# | : Service Tag#: |
| Please explain why you require administrative rights: | | | |
| IMPORTANT – PLEASE READ BEFORE SIGNING | | | |
| <ol style="list-style-type: none"> 1. The installation of unauthorized and unlicensed applications is not allowed by CSUN. 2. Please conform to the End User License Agreement associated with any software you add. The EULA is a legal contract between the manufacturer and/or the author and the end user of an application. The EULA details how the software can and cannot be used and any restrictions that the manufacturer. 3. Please ensure that all reasonable steps are taken to keep your computer secure and free from viruses, Trojans etc. 4. The end user will be solely responsible for all files, data, applications or any other data stored on the computer. 5. IT will not backup any data on the computer and it shall be the responsibility of the end user to ensure that adequate steps are taken to protect computer data from loss, theft or damage. 6. IT will provide only basic computer troubleshooting assistance. 7. If the computer needs to be rebuilt, IT will install a standard base image only. 8. IT may rescind the administrative rights if these terms are not complied with. 9. IT reserves the right to amend the conditions of this service as appropriate. | | | |
| Applicant: I apply for Administrative Rights having read, understood and agreed to the above: <div style="display: flex; justify-content: space-between; margin-top: 20px;"> _____ (Please Print) _____ (Sign) _____ (Date) </div> | | | |
| To be completed by Head of Department: I request IT to grant Local Administrative Rights to the above named faculty member/ staff on the basis outlined above: <div style="display: flex; justify-content: space-between; margin-top: 20px;"> _____ (Please Print) _____ (Sign) _____ (Date) </div> | | | |
| When this form has been signed by the Head of Department please send to: IT, EH2222, Mail Drop: 8238 | | | |
| Actioned and applicant advised: <div style="display: flex; justify-content: space-between; margin-top: 20px;"> _____ (Please Print) _____ (Sign) _____ (Date) </div> | | | |