

## Access Request for non-MSI computer to MSI Network

The following document must be filled out by a person requesting to connect their desktop or laptop computer to the MSI network.

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

Supervisor/Sponsor: \_\_\_\_\_

Date of Arrival: \_\_\_\_/\_\_\_\_/\_\_\_\_ Date of Departure: \_\_\_\_/\_\_\_\_/\_\_\_\_

Brand of Computer: \_\_\_\_\_

Operating System: \_\_\_\_\_

Hardware ID: \_\_\_\_\_

The computer is:  University owned  Privately owned  Other

If other, please specify \_\_\_\_\_

Does this computer have up to date virus protection: Y / N

Does this computer have up to date firewall protection: Y / N

Signature: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

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Office Use:

Information checked: Y / N

Location: \_\_\_\_\_

IP Address: \_\_\_\_\_

Port ID: \_\_\_\_\_

Date Connected: \_\_\_\_/\_\_\_\_/\_\_\_\_

IT Unit Member: \_\_\_\_\_