

>> **IMPORTANT:** Adjunct Faculty Network and Email Accounts may be disabled or deleted at the end of each major semester without prior notice <<

**DALLAS COUNTY COMMUNITY COLLEGES**

LAN/GroupWise ID Request: Please fill out the following information to request a DCCCD email account.

Employee # (Colleague ID#) |\_|\_|\_|\_|\_|\_|\_|\_|\_|\_| (REQUIRED)

Type of Account: New \_\_\_ Revised \_\_\_ Delete Account \_\_\_ Transfer\* \_\_\_

Legal Name: \_\_\_\_\_  
Last First Middle Initial

Preferred Name: \_\_\_\_\_  
Last First

Department: ADJUNCT FACULTY Division No. 11-08-601001

Position/Title: ADJUNCT FACULTY Supervisor: \_\_\_\_\_

\*Signature of Applicant: \_\_\_\_\_

**ADJUNCT FACULTY**

**GroupWise**

GroupWise - Email Account

GroupWise - Mail Groups

- 1.) \_\_\_\_\_
- 2.) \_\_\_\_\_
- 3.) \_\_\_\_\_

Departmental Approval: \_\_\_\_\_ Date: \_\_\_\_\_

**Do Not Write Below - System Administrator Use Only**

System Administrator: \_\_\_\_\_ Date: \_\_\_\_\_

Login ID: \_\_\_\_\_ Password: \_\_\_\_\_ Server \_\_\_\_\_ AD \_\_\_ HEAT \_\_\_

GW Password: \_\_\_\_\_ GW Alias: \_\_\_\_\_@DCCCD.EDU

\*Transfer Date: \_\_\_\_\_

Campus FROM: \_\_\_\_\_ Campus TO: \_\_\_\_\_