

Information Technology Services ORION & VPN Request Form

Please Complete the Information Below
* Indicates a Required Field

Submit your completed form by either:

Click on the "Print Form" button in the upper right of this form and fax the printed form to (773)508-2750.

*Status: *Affiliation:

Contact Information

*First Name: Middle Initial: *Last Name:

*Date of Birth: *Used for Verifying Password Change Requests Please use an mm/dd/yy format*

*Phone Number (daytime): Phone Number (evenings):

Please note that the Date of Birth is only used internally for verification purposes during password changes. In the event of a password change we will ask you for your date of birth and your ID.

Faculty/Staff/ Consultants please complete the section below

Title:

*Campus:

*Department:

Building:

Room Number:

Department Phone Number:

*Department Head:

ID Request Type

Select the type(s) of ID's You are Requesting.

ORION ID and Password
(provides access to Loyola's web server for creating and editing personal web pages)

VPN ID and Passcode (faculty\staff only)
(provides access to Loyola network resources and secure production systems from a remote location. VPN accounts are issued for specific purposes and are not to be used for personal business on the Internet or e-mail. VPN requests require approval from your department head. For more information visit:

http://www.luc.edu/its/remote_vpn.shtml

ID/Password Delivery

(select one of the delivery methods below)

Faculty/Staff/Consultants:

A notification e-mail will be sent to your Loyola University Chicago e-mail account.. Please call the ITS Help Desk at 8-4487 or (773)508-4487 with any questions.

Students:

A notification e-mail will be sent to your Loyola University Chicago e-mail account.. Please call the ITS Help Desk at 8-4487 or (773)508-4487 with any questions.

*Computer Use Policies

READ and ACKNOWLEDGE BY CHECKING BOX

I agree and abide by the computer user policies as set out by Loyola Univesristy Chicago. These policies are available on the web at:
<http://www.luc.edu/its/policies.shtml>

You should expect a confirmation for this request within two (2) business days. Thank You.
Please call the ITS Help Desk at ext. 8-4487 or (773)508-4487 if you need assistance in filling out this form.

**The Division of Information Technology Services
Loyola University Chicago**