

# RESA Secure Application Access Request

**This form is used to request secure access through the Wayne RESA Virtual Private Network (VPN) concentrator from locations outside the local school district. Access will be to data housed at the Wayne RESA Data Center. The requestor must already have access to this data from the school district data network.**

## Applicant Information

Applicant Name \_\_\_\_\_ E-mail Address \_\_\_\_\_

Job Title \_\_\_\_\_ Telephone Number \_\_\_\_\_

Building \_\_\_\_\_ Fax Number \_\_\_\_\_

School District \_\_\_\_\_

Address Line 1 \_\_\_\_\_

Address Line 2 \_\_\_\_\_

City \_\_\_\_\_ Postal Code: \_\_\_\_\_

## Requesting Remote Access

I am requesting (check all that apply) access to the following resources

Transportation

Smart

## Authorization

I am requesting secure access through the Wayne RESA Virtual Private network concentrator to school district data housed at the Wayne RESA Data Center. I agree to take reasonable precautions to safeguard this access and understand that abuse of this access may be cause for its termination.

\_\_\_\_\_  
Signed \_\_\_\_\_ Date \_\_\_\_\_

Approval by a building administrator is required before access is granted. Approved by \_\_\_\_\_

\_\_\_\_\_  
Printed Name \_\_\_\_\_ Job Title \_\_\_\_\_

\_\_\_\_\_  
Signature \_\_\_\_\_ Date \_\_\_\_\_

You may return the signed and approved form via fax or email to our help application, JIRA.

Fax - 734-334-1299 OR EMAIL to [bussvc.support@resa.net](mailto:bussvc.support@resa.net) with a subject line of VPN Request.

Our help desk will reach out to you via email with your ID and password within 24 - 48 hours.

## RESA Use Only

\_\_\_\_\_  
Approved by (printed name)/Signed \_\_\_\_\_ Date \_\_\_\_\_

\_\_\_\_\_  
User id assigned \_\_\_\_\_ Password \_\_\_\_\_