Beaufort County Schools
NonEmployee Guest Wireless Internet Access Request

Applicant Information

Guest accounts are temporary and are only allowed to access the Internet. All accounts must be requested by the sponsoring department. Guest will receive username and password from sponsor. Guest agrees to abide by Beaufort County Schools' Responsible Use of Technology and Internet Safety policy.

Guest Name (First, MI, Last):	
Guest Email Address:	
Company Name:	
Start and End Dates of Access:	**Start:** **End:**
Telephone Number:	
Purpose of Visit:	
Will you be using your own device to connect to the network? If Yes, list type of device and operating system on the device (If using your own device, it must have anti-virus software and be free of malware, viruses, etc.)	☐ **No** ☐ **Yes**_____
Please list any Internet site addresses to which you will need access. (Information needed due to Internet Filter restrictions which may be in effect)	
Guest Applicant Signature:	_____ _____ Signature Date

Sponsor Information

All requests for guest accounts must be made by the sponsoring department. Sponsor will take responsibility for the conduct of the user on the computer at all times and for making sure that users know and follow the BCS Responsible Use of Technology and Internet Safety policy. Sponsor is also responsible for communicating username and password information to the guest user. Requests for guest accounts must be received by the BCS Technology Department at least 5 days in advance of the start date. Requests may be faxed to the Technology Department at 946-4793.)The Sponsor should not share the login information created for this request with any other users.

Sponsor Name:	
Title (Must be Principal or Director):	
Sponsor Signature:	_____ _____ Signature Date

For Technology Department Use Only

Assigned User ID:	
Assigned Password:	
Completed By / Date:	