|  |  |
| --- | --- |
| **Technology Application access request:** | [ ]  Change of Access [ ]  Remove User |
| First Name:       | Last Name:       |
| Employee Number:       | Location:       |
| Email address:       |
| **PowerSchool Admin User Access Request:** |
| [ ]  Teacher to Learning Support Teacher[ ]  Learning Support Teacher to Teacher[ ]  Teacher to Administrator[ ]  Administrator to Teacher[ ]  Acting Administrator | Effective Date:       |
| Please check the additional applications required: |
| Dossier Access:[ ]  Dossier/IPP[ ]  Dossier/Referral Module[ ]  Dossier/Behaviour Module[ ]  Success Plan Manager[ ]  ELL/EAL Coordinator[ ]  OurSchoolSurvey | Other Access:[ ]  SchoolEngage[ ]  SchoolMessenger/SafeArrival[ ]  PASI |
| **Reason for Request:**  |
| The above staff member has my approval to have access to the selected platforms and technologies, ensuring responsible use in accordance with AP140 Responsible Use of Technology and AF140-B Employee Responsible Use of Technology Agreement. |
| Administrator Name:      Signature:  | Date:       |

[Please upload completed form to the associated service ticket](https://techservices.rockyview.ab.ca/TDClient/139/Portal/Home/)

*Reference:*

* AP140 Responsible Use of Technology
* AF140-B Responsible Use of Technology Agreement - Employee
* [RVS Terms of Service](https://www.rockyview.ab.ca/terms_of_service)
* [RVS Privacy Policy](https://www.rockyview.ab.ca/privacy_policy)