|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **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)