NETWORK AND EXCHANGE ACCOUNTS

After **signing and submitting** an AUP to the Information Technology Services Department, your Network account and Exchange email accounts will be issued to you.

Call our office at extension 1013 for your logon information.

Anyone that answers the phone may assist you.

If you are a long term substitute, we must have verification of your employment from the Human Resources Department in addition to your AUP. At the end of the school year, all long term substitute accounts will be deleted.

If you require any adjustments to your account, give us a call @1013.