

# CAH Technology Request for Administrator Rights

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The request for administrator rights requires discussion to certify that each individual and party have been informed and understand the radical changes that occur in security, responsibility, and support as well as the technology needs that warrant administrator rights. A user who desires to have administrator rights on a workstation must confer with a CAH Technology Office staff member, the individual's chair, and the CAH Dean's Office designee. The user should initiate this request and a meeting with all parties present is preferred. A user must follow the terms and stipulations below:

- User agrees to not alter or delete the CAH Administrator account from the assigned workstation
- Administrator rights are given per single user and single workstation identified below
- User recognizes CAH technology support may be limited in providing support to workstations with a user that has administrator rights
- Microsoft Campus Agreement software and antivirus software media is available for use only in the CAH Technology Support Group Office (see <http://technology.cah.ucf.edu/>) by the user or the user's college unit IT Liaison. Software available includes Windows XP or Windows 7, the latest Microsoft Office suite for either Windows or Mac, and the latest version of Symantec Endpoint Protection client. Mac operating system installation media is not available from CAH Technology
- User is expected to adhere to university technology policies (<http://www.itr.ucf.edu/policies/policies.asp>)
- User recognizes that violating policy may result in mandatory revoking of the user's administrator privileges

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I have read and agree to the terms stated above. The workstation this agreement applies has the following CF tag and/or serial number or service tag:

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**College unit name**

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**CF tag (if applicable)**

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**Serial Number or Service Tag**

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**User's name**

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**User's signature**

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**Date**

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**Unit chair/director name**

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**Unit chair/director's signature**

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**Date**

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**Tech. Office representative name**

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**Tech. Office representative signature**

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**Date**

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**Dean's Office Designee**

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**Dean's Office Designee signature**

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**Date**