

**Information Technology**  
**Request for Username/Password Change or for Roaming Profiles**  
Form IT-H

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Student ID#: \_\_\_\_\_ Department: \_\_\_\_\_

Current Username: \_\_\_\_\_

Requested Username (N/A for students): \_\_\_\_\_

Reset Password: (  ) YES (  ) NO

For Logon (  )

For Email Account (  )

Passwords will be reset to **swcc** in lower case letters, which will be used for the initial logon at which time the user will be prompted to change his/her password. The new password is of the individual user's design; however it must be at least 5 characters in length. Please keep the new password secret and use something you can remember.

Is your Roaming Profile corrupted: (  ) YES (  ) NO

Requester's Signature: \_\_\_\_\_ Date: \_\_\_\_\_