



## Network Account Application

Rev. 01/05/17

Everyone is required to have a network account in order to access the Saint Meinrad Archabbey network. Therefore, this form must be completed and returned. Students should complete the form at least one week before classes begin.

### Agreement:

I have read the attached or emailed Document to Saint Meinrad Archabbey **Full Policy Statement for use of Information Technology Rev 01/05/17, the Digital Copyright Compliance form**, and agree to abide by these policies. I realize that violation of these policies may result in loss of access privileges and does not preclude enforcement under the laws and regulations of the State of Indiana and/or the United States of America.

Signature: \_\_\_\_\_

Name (Print) \_\_\_\_\_

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

**Note:** Your password will be 1234567899. If you are a seminarian, monk, faculty or co-worker you may be required to change your password at your first logon. If you are a Graduate Theology student, you will not be required to do so, but it is highly advised that you do.

Check one:

Student     Graduate Theology Student     Monk     Co-worker     Sabbaticant

Deacon     Other (Please Specify) \_\_\_\_\_

---

### **FOR RESIDENTIAL STUDENTS ONLY**

There are two modes of connectivity. There will be an Ethernet port in your room and also wireless. In order to connect to email and Moodle, you will have to be connected to the SMA-Encryp network. The password is documented in the instructions for the Saint Meinrad network document.

---

Upon receipt of this form, please allow IT **TWO BUSINESS DAYS** to set up your network account.

Once your account is created, your **USER NAME** consists of the first initial of your first name followed by your last name with no spaces between. (For example: John Doe = jdoe). The home page for the Moodle Course Management System is: [moodle.saintmeinrad.edu](https://moodle.saintmeinrad.edu). The address to access web mail is: <https://mail.saintmeinrad.edu>. (Do not use www. for either address.)

---

When completed, please bring to the Information Technology Office (Newman 204), email to [itdept@saintmeinrad.edu](mailto:itdept@saintmeinrad.edu), or fax to 812-357-6240.