

Mailing List Request Form

Mailing list names must be one string consisting only of lowercase letters, numbers, and/or the hyphen character. As a practical matter, long names tend to be difficult to use, so the name should be 15 characters or less.

Web access for Mailing Lists is located at <http://www.msstate.edu/cgi-bin/majordomo>

Requestor:

Full Name: _____ NetID: _____

Telephone Number: _____

Email Address: _____

Classification: Faculty Staff Student

Mailing List Information:

Requested Mailing List Name: _____

University Department or Organization: _____

Estimated Number of Subscribers: _____

Scope of List: MSU Only MSU and Off Campus

Purpose of Mailing List:

Requestor's Signature **Date**

Requestor's Name (please print)

A student request requires a Faculty signature below

Faculty Member's Signature **Date**

Faculty Member's Name (please print) **Email Address**

For Help Desk Use Only	Ticket Number _____
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