



Webpace Change of Ownership Form

NOTE: Student Organizations must use the Student Organization Change of Ownership Form.

Requestor:

Full Name: _____ NetID: _____

Telephone Number: _____

University Department: _____

Email Address: _____

Classification: **Faculty** **Staff** (Student may not be the Requestor)

Webpace Information:

Entity for which change is requested (eg. Department/Committee/Organization Name)

URL (eg. <http://www.msstate.edu/dept/mydepartment> or <http://www.mydepartment.msstate.edu>)

Account to be Added (if applicable): Owner Webmaster

Full Name: _____ NetID: _____

Telephone Number: _____

University Department: _____

Email Address: _____

Classification: **Faculty** **Staff** **Student**

Account to be Deleted (if applicable): Owner Webmaster

Full Name: _____ NetID: _____

Telephone Number: _____

University Department: _____

Email Address: _____

Classification: **Faculty** **Staff** **Student**

Signature of Requestor: _____ **Date:** _____

For Help Desk Use Only Ticket Number

Forms are to be returned to Information Technology Help Desk located at 108 Allen Hall, 325-0631 - Fax to 325-1832 or Mail Stop 9697 or you can EMail it to helpdesk@msstate.edu.