



## Access Request form for Temp Staff and WLs

### User Information

Name

CWL Username

Contact Email

Staff Category

Unit

Start Date

Expected End Date

WFH only?

Desk space assigned?

### Resource Access

Mailbox

Shared Drive

Software

Other

### Supervisor Sign Off

Email completed form to [forestry.ithelp@ubc.ca](mailto:forestry.ithelp@ubc.ca) and wait for further instructions.