

# REMOTE ACCESS ENTITLEMENT REQUEST FORM

By using remote access technology with personal equipment, users must understand that their machines are a defacto extension of the Stockton network, and as such are subject to the same rules and regulations that apply to Stockton owned equipment, i.e., their machines must be configured to comply with all Stockton security policies.

All computers connected to Stockton campus networks remotely must use up-to-date virus-scanning software and virus definitions. Additionally, all relevant security patches must be installed; this includes personal computers. It is the responsibility of the employee or company with VDI privileges to ensure that unauthorized users are not allowed access to Stockton campus networks.

Remote access is controlled using two-factor authentication composed of an ID and a one-time-use passcode. For Stockton employees,



<b>SECTION 2</b> To be completed by the Applicant	<b>Personal Identification and Information</b>																						
	Last Name	Z-Number <table border="1"><tr><td>Z</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>	Z																				
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	First Name	Username <table border="1"><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>																					
Applicant Signature _____		Date _____																					

<b>SECTION 3</b> To be completed by the Budget Unit Manager	<b>Budget Unit Manager Authorization</b>	
	Budget Unit Manager	Effective Until Date <i>(renewed annually)</i>
	Effective From Date	
Budget Unit Manager Signature _____		Date _____

<b>SECTION 4</b> To be completed by the Office of Information Security	<b>Information Security Entitlements</b>			
	Banner Admin Pages	Workflow	Data Shares	
	AMPROD (UC4)	Titanium	Recruiter	Other _____

**SUBMITTAL INSTRUCTIONS**

This form can be handed in physically to the IT Helpdesk in D-121, or submitted via email to: [information.security@stockton.edu](mailto:information.security@stockton.edu)

