

## Sponsored Affiliate Request

Please note that a sponsored account must be requested by the CU-Boulder affiliated faculty or staff member sponsoring the user. Direct user requests will not be honored. The IT Service Center needs the following information to process sponsorship requests:

Full legal name of individual to be sponsored
Last 4 digits of SSN (Not a passport or visa number. If the individual has no SSN, please indicate this).
Birth date
Gender
Length of sponsorship (up to 1 year)
START DATE: _____ END DATE: _____
A personal email address (CUIdM uses this email address for account claiming)
List the reason for the sponsorship, which must be fulfilling a function for the university
Faculty Sponsor
Faculty Sponsor Email Address

An email with the above information must be sent to [help@colorado.edu](mailto:help@colorado.edu) from the sponsor's CU-Boulder email address.