

## Social Media App/Site Creation: Request Form

Employee Name: \_\_\_\_\_  
 (Please print clearly!)

Employee Email: \_\_\_\_\_  
 (As indicated in the policy, your school issued email address is to be used for this account.)

Site or App Name: \_\_\_\_\_  
 (Name of social media site/app you would like to utilize for an MPCUD #23 club or group)

Club or Group to be represented by this site/app: \_\_\_\_\_

Give an explanation of how you will use site/app for the club or organization? What is the purpose/need for this site/app?

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

I have read the MPCUD #23 Social Media Policy (5:126-128) and agree to use this site/app in the manner stated therein.

\_\_\_\_\_ (Employee Signature) \_\_\_\_\_ (Date)

**Office Use Only - Do Not Write Below This Line!**

	Yes	No	Notes
<b>Technology Coordinator Review</b>			
<b>Date:</b>			
<b>Board of Education Review</b>			
<b>Date:</b>			