OWLCONNECT | Request Access to OwlConnect

All Rice University employees requesting access to OwlConnect as a new user or modifying existing access due to a role change must complete this form along with their supervisor's signature and send it via email to: owlconnect@rice.edu

Training is MANDATORY for all OwlConnect users. At a minimum, each user must complete the "Fundamentals of OwlConnect" course (Self-Paced or Instructor-Led format). Additional training is required for other roles and use of the system, including any add or edit functions.

If you have a question or need assistance in completing this form, call Rochelle Bass Salazar, OwlConnect Program Manager at 713-348-4611 or email: owlconnect@rice.edu

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OWLCONNECT USER INFORMATION	*Request is for (check one):*
	_____ NEW USER _____ EXISTING USER

User Name: _____

Department: _____

Job Title: _____

Email Address: _____

Phone Number: _____   **Rice Net ID:** _____

SUPERVISOR'S INFORMATION	**Request Date:** _____

Supervisor's Name: _____

Department: _____

Job Title: _____

Email Address: _____

Phone Number: _____

Please enter any questions/comments regarding the type of access needed for OwlConnect:
_____

_____

_____   _____
Supervisor's Signature   **Date**