

Request for Username and Password

Company: _____

Executive Contact: _____

I need usernames and passwords for the following individuals for access to the member's area of www.diamondcouncil.org.

Name	E-mail	Phone
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

I understand that by giving these individuals access to the DCA members' area that they will have access to my company's student records which will include student test scores, and may include student social security numbers. I also understand that it is my and my designated user's responsibility to keep our usernames and passwords confidential. If at anytime the usernames and passwords are compromised I will contact DCA immediately to have them changed.

Executive Contact Signature _____ Date _____

Fax form to 615-385-4955 Attn: Lissa Maxwell

The username and password will be e-mailed to the e-mail address provided for each user. If no e-mail address is provided we will call with the information.