

**EDUCATOR  
INTERNET EMAIL ACCOUNT**

through

West Virginia Department of Education (WVDE)  
West Virginia Network for Educational Telecomputing (WVNET)

Computers, networks and on-line access are used to support learning and to enhance instruction. These tools and connections to the Internet allow communications with millions of users through hundreds of thousands of networks. Your application for an Internet account indicates you will comply with the attached use policies and will be a responsible, efficient and ethical user. Failure to adhere to the policies and guidelines will result in the revocation of the use privileges.

Please answer all questions. **Incomplete forms cannot be processed.**

Please type or print all information.

Date:(M/D/Y)\_\_\_\_\_

Name \_\_\_\_\_  
                    First                                    Middle                                    Last

Home Phone \_\_\_\_\_

Home Address \_\_\_\_\_  
                                    Street/P.O. Box

\_\_\_\_\_ City                                    State                                    Zip

School/Work Phone \_\_\_\_\_

School Name \_\_\_\_\_

School Address \_\_\_\_\_

\_\_\_\_\_ County \_\_\_\_\_

Please check/complete the appropriate educator information:

1. \_\_\_\_\_ Teacher--List grade level(s) taught: \_\_\_\_\_  
                    Subject(s): \_\_\_\_\_

\_\_\_\_\_ Administrator--List title: \_\_\_\_\_  
                    Area(s) of responsibility: \_\_\_\_\_

2. I plan to access the Internet from \_\_\_\_\_ school \_\_\_\_\_ home \_\_\_\_\_ other: \_\_\_\_\_

3. I have been provided staff development or training on the appropriate use of the Internet by:

Name of trainer/teacher: \_\_\_\_\_ Date:(M/D/Y)\_\_\_\_\_

Location of training: \_\_\_\_\_ Hours of training: \_\_\_\_\_

4. I have read West Virginia Board of Education Policy 2460 and will comply with it and the referenced WVNET policies. \_\_\_\_\_ Yes \_\_\_\_\_ No

5. I understand that in addition to these policies, I will need to abide by any county or school policy. \_\_\_\_\_ Yes \_\_\_\_\_ No

6. I understand that any violation of use policies could result in loss of access, personal payment of any fees incurred and possible prosecution. \_\_\_\_\_ Yes \_\_\_\_\_ No

7. I understand that the use of the Internet as part of an educational program is a privilege, not a right and inappropriate use will result in a cancellation of those privileges. \_\_\_\_\_ Yes \_\_\_\_\_ No

With connections to computers and people all over the world also comes the availability of material that may not be considered to be of appropriate educational value. On a global network, it is impossible to restrict access to controversial materials. It is the responsibility of the student, parent, teacher and administrator to ensure that access to telecommunication networks and computers provided by the educational system is not abused.

**Educators: Have this box completed.**

By placing my signature on this document, I am confirming I have read, understand, and will abide by the use policies and guidelines noted. I know that the WVDE and WVNET do not control the content of Internet networks. I will notify WVDE of any future change in employment.

Signature of Educator: \_\_\_\_\_ Date: (M/D/Y)\_\_\_\_\_

Signature of Teacher/Trainer for Internet Use: \_\_\_\_\_

School Technology/Internet Contact: \_\_\_\_\_

County Technology/Internet Contact: \_\_\_\_\_

Return the completed form to: Office of Technology  
West Virginia Department of Education  
1900 Kanawha Blvd., East, Building 6, Room 346  
Charleston, WV 25305-0330

Attention: Email Applications  
(No fax accepted)