

# URL Open / Close Request Form

## Whitehouse ISD Technology Department

Date : \_\_\_\_/\_\_\_\_/\_\_\_\_ Requester Name : \_\_\_\_\_

Campus : \_\_\_\_\_ Room Number : \_\_\_\_\_

URL / Website to be Opened : www. \_\_\_\_\_

Educational Reason for opening this URL / Website : \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Date Site to be OPENED : \_\_\_\_/\_\_\_\_/\_\_\_\_ Closed : \_\_\_\_/\_\_\_\_/\_\_\_\_

***ALL REQUESTS WILL CLOSE THE LAST DAY OF SCHOOL***

URL / Website to be Closed : www. \_\_\_\_\_

Reason for closing this URL / Website : \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Date Site to be CLOSED : \_\_\_\_/\_\_\_\_/\_\_\_\_

***THIS WEBSITE WILL REMAIN CLOSED FROM THIS DAY FORWARD***

Requester Signature : \_\_\_\_\_ Date : \_\_\_\_/\_\_\_\_/\_\_\_\_

Principal Signature : \_\_\_\_\_ Date : \_\_\_\_/\_\_\_\_/\_\_\_\_

*For Technology Department Use Only*

Approved Date : \_\_\_\_/\_\_\_\_/\_\_\_\_ Denied : Date : \_\_\_\_/\_\_\_\_/\_\_\_\_

Explanation of Approved / Denied : \_\_\_\_\_

\_\_\_\_\_

URL / Website **PROCESSED** at End of School : \_\_\_\_/\_\_\_\_/\_\_\_\_ By : \_\_\_\_\_