

Username application

University of Helsinki
Center for Information Technology



CENTER FOR INFORMATION
TECHNOLOGY

Instructions:

www.helsinki.fi/helpdesk/5015/en

To be filled in by the applicant

Last name		First names (underline the name you usually use)	
Finnish personal identity number (if none, birthdate)	Student number	Mobile phone number	
Username at the university (if you have had one before)	Contact language Finnish Swedish English		Desired expiry date (dd.mm.yyyy, max 18 months)
E-mail address for notification when the application has been processed			
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Applicant's faculty / unit / research group at the University of Helsinki			
The Applicant's role or task at the University of Helsinki (the text in brackets indicates the contact person who advocates the application)		Contact person (name and e-mail / phone) or a degree student's study programme	
Research (Research group leader)			
Teaching (Supervisor or overseer in charge)			
Studying (Teacher in charge or a degree student's study programme)			
Service provider or Consultant (Project manager or Supervisor)			
Other, please specify		(Project manager or Supervisor in University of Helsinki)	
Reasons for applying for a username			
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Signature and acceptance of end user rules			
<i>I agree to follow the general terms of use of the University of Helsinki (www.helsinki.fi/en/it/acceptable-use-policy-for-university-of-helsinki) and the terms of use of Microsoft Office 365 service (www.helsinki.fi/en/it/terms-of-use-for-microsoft-office-365-cloud-services).</i>			
_____		_____	
Place and date		Signature of the applicant	

Please scan or take a photo of the filled and signed form, and send it to:
helpdesk@helsinki.fi (NB encryption, see instructions: www.helsinki.fi/helpdesk/5015/en)
or HELPDĚSK, P.O. Box 56 (Viikinkaari 4), 00014 University of Helsinki

User support for the IT services
www.helsinki.fi/helpdesk/en

To be filled in by the IT Center

_____	_____	_____
Username granted	Place and date	On the behalf of the IT Center