

# NSU Email Request Form

[New ☐ / Update ☐ ]

Full Name		
NSU Employee ID		
Employee Status	Full Time <input type="checkbox"/>	Part Time <input type="checkbox"/>
Department		
Designation		
Mobile Number		
Personal Email Address (yahoo, gmail, hotmail etc)		
NSU Email Address	<p>Format: <a href="mailto:Firstname.Lastname@northsouth.edu">Firstname.Lastname@northsouth.edu</a>  <i>Example:</i>  Employee Name:        Abdur Rahim Khan  <i>Possible Email:</i>  Frist choice:        <a href="mailto:abdur.khan@northsouth.edu">abdur.khan@northsouth.edu</a>  Second Choice       <a href="mailto:abdur.rahim@northsouth.edu">abdur.rahim@northsouth.edu</a>  Third choice        <a href="mailto:rahim.khan@northstouh.edu">rahim.khan@northstouh.edu</a></p>	
Prefer New NSU Email Address (option 1)		
Prefer New NSU Email Address (option 2)		
Exiting NSU Email Address		
Approval of Department Chair/Head		
Date		
Signature of Employee		
Date		