



**Klamath Falls
City Schools**

100% Graduation is Our Expectation!
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Technology Department

Complete and email form to webmaster@kfalls.k12.or.us

Phone (541) 883-4757 / Fax (541) 885-4279

Network/Email	Tyler SIS	Tyler Pulse
Create Account	Create Account	Create Account
Change Password	Change Password	Change Password
Delete Account *	Delete Account *	Delete Account *
Move Account	Move Account	Move Account
Rename Account	Rename Account	Rename Account

*** Account deletion is permanent. If unsure if staff member left the district, do not submit form!**

Name Changes ONLY: please provide the original account name and the new requested account name

Original Account Name	New Account Name Requested

Account Moves ONLY: if a staff changes sites, please complete the new location and the previous location.

New Site Location	Previous Site Location

New Accounts: EXACT SPELLING IS CRITICAL

User Full Name: _____ Preferred Name: _____

Position: _____ Department: _____

School Extension: _____ Contact Phone for SchoolMessenger: _____

Sites Staff Will Be Working (Check at least one site)

DO	CO	KBBH	KLC	KU	MI	PE	PO	RO	Other (specify)

Notes and Other Pertinent Information for Account Management

Requested By: _____ Date: _____