

School District of Okaloosa County Internet Filter Request

MIS 3464
Rev. August 2004

Instructions:

- ✓ *Complete* all three parts of this request, print clearly.
- ✓ If this request is an emergency for instructional purposes only, you may fax your request to Eric Mitchell at 689-7444 and then follow up with a phone call to 689-7149.
- ✓ If this is not an emergency please allow approximately one day for URL overrides to take effect.
- ✓ Requests will not be honored unless authorized by the principal/supervisor.

Part I ~ Requestor Information

Date: _____
Full Name/Title: _____
Location: _____
Phone #: _____

Part II ~ Type of Request

Block (URL) _____
OR
Override Blocked (URL) _____
User Override: Use the URL checker and categories at:
www.N2H2.com/products/categories.php
Select Categories _____
To override: _____
All categories _____
(Yes) _____
Reason for request: _____

Part III ~ Authorization Information

The school/district request must be authorized by the Principal/Director (only).

Approved by _____
Principal/Director Signature

For Data Processing use only:

Request approved by: _____
Date approved: _____