



Management Information Systems

Device Registration Form – ASCC Employee

ASCC employees are provided with the option to connect through the employee wireless services with up to two (2) personal wireless devices, limited to laptop, tablet or smartphone, upon approval and registration of Device Equipment with the MIS Office. To register device(s), please complete form and submit to MIS with your device(s).

In order to use the ASCC Employee Wireless services, an employee MUST:

- a. have valid ASCC domain login,
- b. have a valid ASCC (amsamoa.edu) Email,
- c. provide wireless device(s) that has Antivirus software installed, with current definitions. Go to <https://amsamoa.edu/techsupport.html> for recommended Antivirus software and free download link,
- d. submit completed device registration form with device(s) to MIS.

Once your device(s) is registered, you will receive an email confirming that you have access to Employee WiFi. Device registration will expire and require renewal either if employee requests to cancel or update registration, employee is no longer employed at ASCC, or at the end of the subscription period for the Antivirus software, whichever of these events comes first. If you have any questions, please feel free to call MIS at Ext. 3402 or email us at support@amsamoa.edu.

Last Name	First Name	Middle Init.	ASCC Email:
Device Brand:	Model Name:		Wireless MAC (Hardware) Address:
Operating System:	Computer/Host Name:		Antivirus Software Installed:
			Last Definition Update:
I have read, understand, and agree to abide by the provisions of the ASCC Acceptable Use Policy .			
Employee Signature: _____			
Date: _____			
OFFICE USE ONLY			
Registration Expiration Date:		MIS Approval:	
		Date:	