

Procedure for Sponsored Account

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Purpose of the Account: To provide Non-UH-affiliated persons, UH departments and organizations with required access to UH resources for the purpose of supporting instructional, research or administrative activities on the University of Houston computing facilities.

General Sponsored Accounts

Sponsor must be:

- Faculty or Staff

Applicant may be:

- Faculty
- Staff
- Students (for Organizational accounts only)
- Non-UH Affiliated Persons (Example: contractors, consultants, or temporary workers)

Type of Accounts:

- Personal
 - Used for individual needs such as email, access to enterprise or departmental resources, etc....
 - Example: contractors, consultants, or temporary workers.
 - Accounts must be sponsored by an UH employee. The sponsored account will be active up to one (1) calendar year and may be renewed.
- Organizational
 - Used for student organizations or organizations not affiliated with a particular UH department.
 - Example: Staff Council
 - Student Organizational Accounts must be sponsored by the Director of Campus Activities. Faculty or staff Organizational Accounts must be sponsored by the head of department. The sponsored account will be active for up to one (1) calendar year and may be renewed.
- Departmental
 - Used by UH departments to support business processes for ease of communication or publishing information about that department.
 - Example: Campus Recreation and Wellness Center.
 - Accounts must be sponsored by the department head or faculty member.. The sponsored account will be active up to one (1) calendar year and may be renewed.