

# CANYONS SCHOOL DISTRICT

## EMAIL ADDRESS CHANGE REQUEST FORM

**INSTRUCTIONS:** This form must be filled out completely, signed, and submitted to your Principal for approval and signature.

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Name

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School / Department

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Phone Number

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Current Email Address

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Preferred Email Address

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Employee Signature

Date

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Principal Signature

Date

Submit to: Canyons School District IT Department  
9631 S 300 East, Sandy, UT 84070  
ATTN: HELP DESK

**Questions?** Please contact the Help Desk at 801/826-5544

