

LEARNINGLINK SERVICE REQUEST FORM

Directions: Answer all applicable fields on the request form. Missing information may cause delays in processing.

NOTE: Administrators do not have to complete the Course Owner fields. Course Owners do not have to complete the Administrator fields. After you have completed the form, select the "Submit Request" link this will bring up a blank email message. Please enter a brief description of the service request in the email body, send the message and then select the new button located at the bottom of this page.

Request Date:

Requestor's Agency:

Service Request Description:

Requestor's Name:

Requestor's Phone #:

Requestor's Email Address:

Reason for Request:

Administrator

Type of Service Request:

Role Management Type:

Course Owners

Type of Service Request:

Course Changes:

