



# 2016-17 REQUEST FORM – NEW TEACHER WEBSITE APPLICATION

## SANTA BARBARA COUNTY EDUCATION OFFICE (SBCEO)

**Questions? Call us at: 964-4710 ext. 5250**

With the authorization of the principal or superintendent, any teacher in Santa Barbara County may create and maintain a website for his or her class programs and related materials on the SBCEO web server. Each user will be responsible for uploading content appropriate for an educational network and ongoing maintenance of the website. SBCEO does reserve the right to remove a website at any time for any inappropriate use of the SBCEO network, and can cancel the service with a 30-day notice, returning pro-rated fees.

**Teacher Name** \_\_\_\_\_

**Email Address** \_\_\_\_\_

**Billing Phone** \_\_\_\_\_

**Billing Address** \_\_\_\_\_

**City** \_\_\_\_\_ **Zip** \_\_\_\_\_

**Choose an SBCEO Website User Name (2 - 25 characters):**  
 (Note: your website's URL will be www.sbceo.org/~username)

\_\_\_\_\_

**HOW DO YOU QUALIFY?**

**School Employee**

School \_\_\_\_\_

District \_\_\_\_\_

School Phone \_\_\_\_\_

This request requires authorization by the site principal or superintendent, and signifies agreement with the information on this application:

Print Name \_\_\_\_\_

Authorized Signature \_\_\_\_\_

Date \_\_\_\_\_

The subscription year begins July 1 and ends June 30, and new accounts are pro-rated to the end of June. Circle the amount below beginning with the next full month (do not circle current month). The fee provides services through June 30, 2017 and includes a one-time, non-refundable set-up fee of \$12. Do not use this form after May 31, 2017—the fees may change for the new year.

	Jul. 2016	Aug.	Sep.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May	Jun. 2017
Teacher Website	\$192	\$176	\$160	\$144	\$128	\$112	\$96	\$80	\$64	\$48	\$32	\$16

Refunds will be pro-rated for cancelled accounts, excluding the set-up fee.

**METHOD OF PAYMENT:** Allow 10 days for processing.

- Check enclosed. Number \_\_\_\_\_ for \$ \_\_\_\_\_, made payable to SBCEO.
- Visa or M/C for \$ \_\_\_\_\_, Card # \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Exp. Date \_\_\_\_ / \_\_\_\_
- Cardholder's Name \_\_\_\_\_ Authorized Signature \_\_\_\_\_ Date \_\_\_\_\_

**Mail this "Website Application" to : SBCEO - FISCAL SERVICES, PO BOX 6307, SANTA BARBARA, CA 93160-6307**  
 (Or, fax Attn. IT Services, to: 964-4712)

SCHOOL DISTRICT USE ONLY: \_\_\_\_\_

If this account is being paid by the school district, please have the following items completed by the district business office:

Budget Accounting Code: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Authorized Signature (district business manager): \_\_\_\_\_ District: \_\_\_\_\_ Date: \_\_\_\_\_