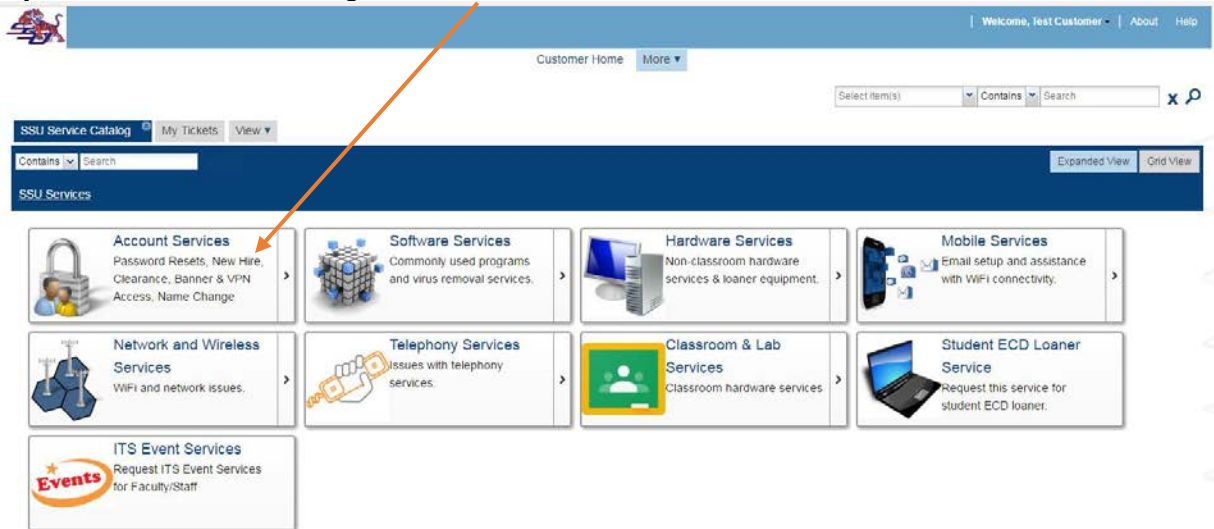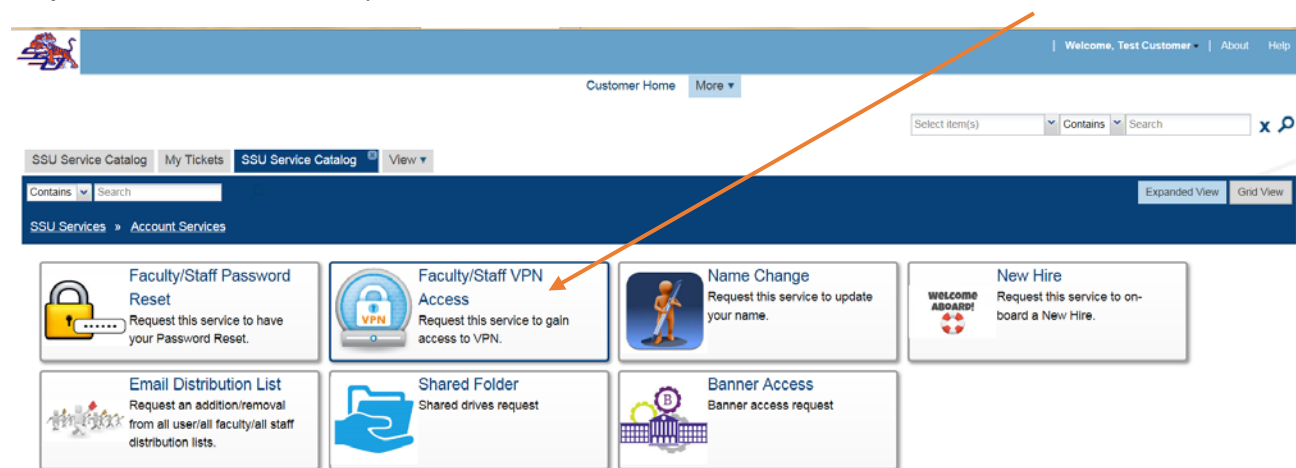# How to submit a VPN Service Request

Step 1. Click Service Catalog > *Account Services*
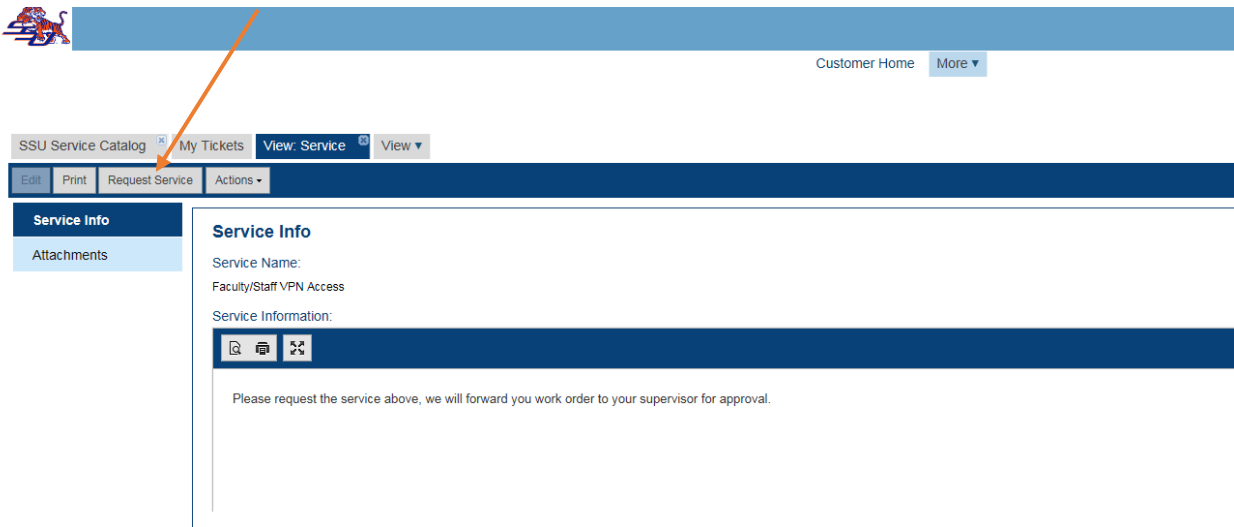

Step 2. Select service > Faculty/Staff VPN

How to submit a VPN Service Request

Step 3. Click *Request Service* > provide a Description
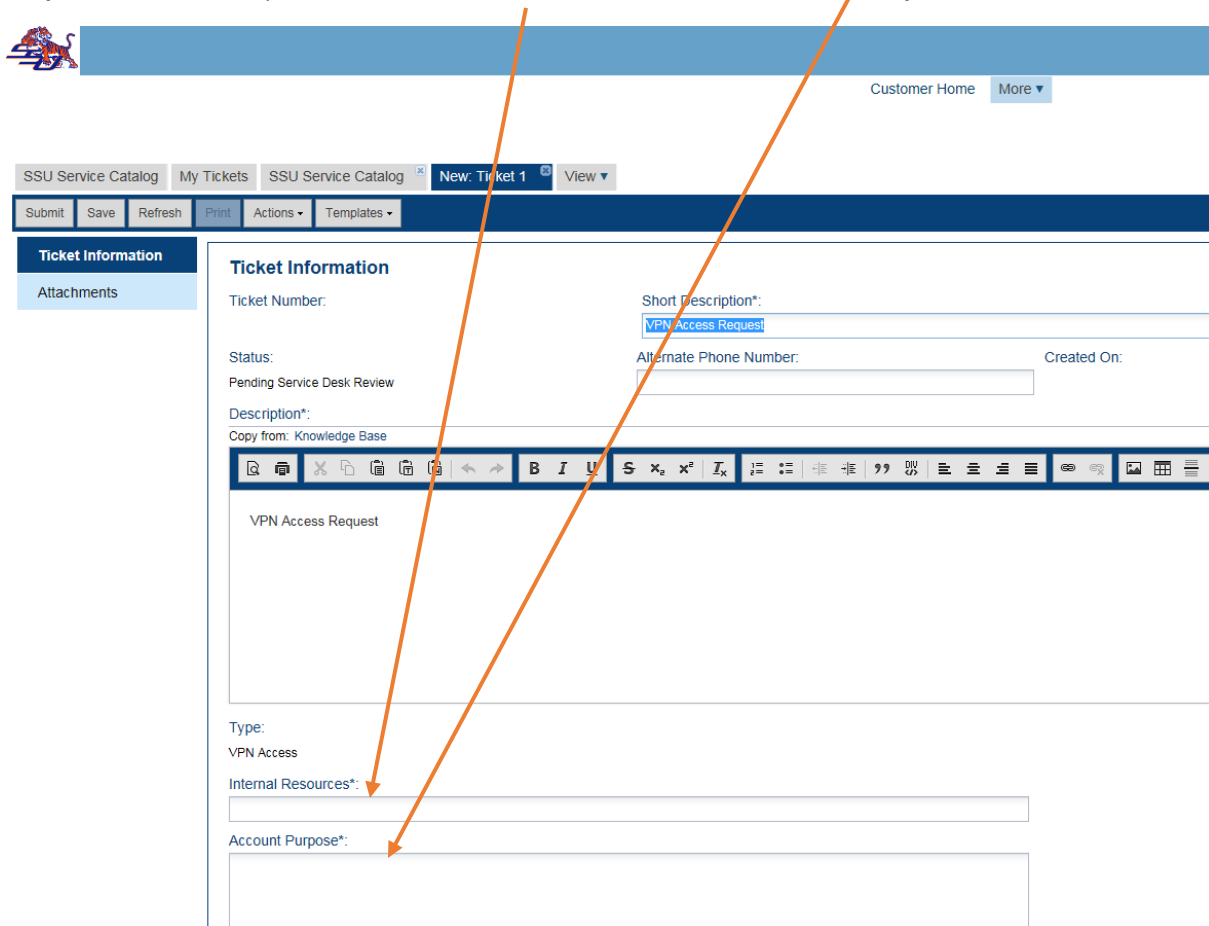
Step 4. Fill out the required text boxes **Internal Resources** and **Account Purpose**

How to submit a VPN Service Request

Step 5. Click *Submit*

Your will receive email notification from the Service Desk that your request has been received along with a ticket #.