



ITS Telecom Administration

telecomadmin.gmu.edu | 703.993.3546

Form 15: Request for Fund/Org Change

"Requested" Effective Date*

*NOTE: Must be 1st of Month

Authorization Information

Telecom Coord.

Department

Email

Phone No.

MSN

Fund/Org Information Changes

Current Fund/Org Number

New Fund/Org Number *

**funds starting with "2" require OSP approval (see bottom of page)*

Extensions Affected by Changes

List Extensions Affected with User Names:

Authorized Signatures

Telecom Coord.
of Current Fund/Org

Date

Telecom Coord.
of New Fund/Org, if different

Date

*OSP (if needed)

Date

FAX completed REQUEST to 703.993.3541