

# Campus Technology Terminated Employee Checklist

Below is a checklist of the paperwork needed by Campus Technology for all terminated employees. The following forms can be found on <http://inside.sbts.edu/> under Policies and Forms > Campus Technology. Please contact Campus Technology at [campustechnology@sbts.edu](mailto:campustechnology@sbts.edu) or ext. 4006 if you have any questions.

Email/Network ID Request Form

Jenzabar EX Security Access Form

Sentry File Access Request Form

Asset Return Form

Fileshare Access Form