

SCU Social Media Account Creation Request & Registration Form

For students, faculty and staff. This form must be completed, submitted and approved before the launch of a new social media page.

The Director or PR and Communications will review your request and deliver a response in 3-5 business days. If you have any questions regarding your request or any other aspect of the SCU social media policies, contact emily.groves@swcu.edu.

The Director of PR and Communications reserves the right to determine what accounts are deemed official and, as such, can use the university's name, logo and otherwise speak on behalf of the university.

Contact Information:

Office / Department / Organization: _____

First Name: _____ Last Name: _____

Job Title: _____

Cell Phone: _____ Email: _____

Proposed Handle / Name of Page / Account Name: _____

If account is already created, provide URL: _____

Select the Social Media Platform you wish to create / have created:

Facebook

Instagram

Twitter

LinkedIn

TicToc

Other: _____

Intended purpose of the account: _____

Contact Information for all page administrators:

Administrator #1:

Name: _____ Phone: _____

Email: _____

Signature: _____ Date: _____

Do you agree to abide by the Southwestern Christian University social media policies while using this account? **Yes** **No**

Administrator #2:

Name: _____ Phone: _____

Email: _____

Signature: _____ Date: _____

Do you agree to abide by the Southwestern Christian University social media policies while using this account? **Yes** **No**

Administrator #3:

Name: _____ Phone: _____

Email: _____

Signature: _____ Date: _____

Do you agree to abide by the Southwestern Christian University social media policies while using this account? **Yes** **No**