Please print all information. All appropriate Baylor policies apply including: Mail Discussion List Policies and the Baylor Policies for Information Systems Usage.

*Indicates Required Field

**Please check one:**

Subscribers should be able to subscribe themselves to the list. ○
List moderator would like to screen all subscription requests. ○

**Please check one:**

Moderated ○ Unmoderated ○

- Moderators have the responsibility of keeping the discussion within the general limits of the mission statement of the list and can if necessary remove a person from the list. On a moderated list all postings are sent to the moderator and if he/she decides, the mail will be forwarded to the list.
- With an unmoderated list there is no prior restraint, but a moderator may contact someone directly if it is determined that an abuse has occurred.

*Requested Name for the List:  

- Naming convention consists of the following: (1) names should be less than 20 characters; (2) no spaces; (3) upper/lower case is not important; (4) allowable special characters consist of dashes (-) and underscores (_). Examples of current list names include: BARC-L; OCISNET.

*List Owner's Email Address:  

- The list owner is the Baylor employee responsible for the list.

*Campus Phone Extension:  

List Moderator's Email address:  

The List Moderator is the Baylor student or employee responsible for monitoring the discussion on the mailing list.

Email addresses of others responsible for maintaining the list:

*Estimated number of subscribers to this list:

Estimated expiration date of this mailing list, if appropriate:

The text of the greeting which will be automatically sent to someone subscribing to this list:

Submit