

## How to Request Adobe Sign Permissions

1. Ensure you are able to log into Adobe Creative cloud with your campus credentials.

[https://csudh.service-now.com/it?id=kb\\_article&sys\\_id=a6d134041b834c50aac1c8031d4bcb8f](https://csudh.service-now.com/it?id=kb_article&sys_id=a6d134041b834c50aac1c8031d4bcb8f)

2. Once you are able to sign in please submit an “Adobe Sign Licenses for Employees Request” through the link below.

<https://www.csudh.edu/it/security-compliance/security/access-request/>

### [Adobe Sign Licenses for Employees Request](#)

Adobe Sign is a self-service tool that allows designated members of the campus to create and route electronic documents for signature [CAMPUS E-SIGNATURE GUIDELINES](#). Only Managers may request licenses for their staff and faculty. This signature is replacing the wet signature requirements on legally binding agreements and contracts.