



Request for LMS (WTClass) 3rd Party Tool Integration

For all requests for integration for publisher and other third party tools to be added into WTClass:

Step 1: Verify TX-RAMP Authorized Vendor

Texas Senate Bill 475 established rules for State Agencies and Institutions of Higher Education relating to data-security standards for new and existing cloud services providers. The Department of Information Resources (DIR) is calling this program [TX-RAMP](#). All 3rd-Party vendors connected to WTClass are required to be TX-RAMP certified by DIR. To verify your requested vendor is on the TX-RAMP list, check the [TX-Ramp authorized vendor](#) list at <https://stateramp.org/vendor-list/>. If your requested vendor is not on this list, the vendor must complete the process to become an authorized TX-RAMP vendor before the WTAMU Request for LMS (WTClass) 3rd Party Tool Integration process can continue.

Step 2: Complete this form

All items must be filled out and include signatures from you (the requestor), your academic department head or associate dean, dean, and the Provost's Office. Incomplete forms without all required signatures will be returned.

Step 3: Submit completed form to ITSC

Once complete, please send an email with the completed form attached to itsc@wtamu.edu with the subject line "WTClass Integration Request" and your form will be routed to the appropriate project request process.

Step 4: Move to project status for accessibility and security review.

After the request has been submitted to ITSC, the vendor integration will be reviewed under Texas Administrative Codes (TAC) [206](#) and [213](#) for accessibility, Texas Administrative Code (TAC) [202](#) for security, and Texas Administrative Code (TAC) [216](#). This process may take several weeks to process, depending on the response rate of the vendor submitting documentation and processes for accessibility and security, and review of required information by the vendor.

Step 5: WTClass (Blackboard) Integration.

Once reviewed and approved through accessibility, security, and project management, the integration will be scheduled for an upcoming network downtime to be connected to WTClass.

Your Name: _____ Your Email: _____

Academic Department: _____

Vendor Name: _____

Vendor TX-RAMP Security Status: _____

Vendor Contact Info: _____

Vendor Website Address: _____

Explanation of Need/Purpose of Use of Vendor's Product:

Course(s) that will use Vendor Product:

Planned semester for first use (include year and term): _____

Estimated number of Faculty _____ and Students _____ that will use Vendor Product.

Is there a Cost to Students? ☐ Yes ☐ No If yes, enter \$ amount per course: _____

Is there a Cost to a WT Department? ☐ Yes ☐ No If yes, enter \$ amount per course: _____

Please provide any additional information on the justification of the cost:

Will graded student data/activity be stored in the vendor's cloud/website? ☐ Yes ☐ No

Will graded student data/activity be transported between the vendor's cloud/website and WTClass?
☐ Yes ☐ No

Upon completion of this document with all approval signatures, please send to ITSC@wtamu.edu to be reviewed for state required accessibility, security, and project management standards.
This process may take several weeks to process depending on the response rate of the vendor.

Requestors Signature: _____

Department Head, Associate Dean, or Academic Supervisor

Academic Dean

Approval Signature by Dept. Head, Assoc. Dean, or Aca. Sup.

Approval Signature by Academic Dean

Approval Signature by Provost/Executive VP

Approval Signature by VP for Information Technology/CIO