Network Access Agreement
Division of Information Technology
Program Administered Guest Network Account

DoIT Help Desk • D.F.Lowery Building • (910) 521-6260 • www.uncp.edu/doit

Program Director's Name: (printed)	
Department:	
Phone Number:	
Program/Department Name:	
Duration of Account: *(Start & End dates – maximum is 1 year)*	
Maximum Guests Per Event: *(Anticipated simultaneous users for any event)*	

This request must be submitted to DoIT Helpdesk at least five workdays prior to being needed

ACCOUNTS ARE SUBJECT TO THE FOLLOWING REGULATIONS:

- The Program Director is responsible for the conduct of the users on the computer at all times and for making sure that the users know and follow the UNCP Appropriate Use Polices (AUP). http://www.uncp.edu/doit/policies/policy0103.html
- The Program Director is responsible for notifying the DoIT helpdesk to disable accounts when the current program ends or when a participant leaves the program.

CONDITIONS OF THIS REQUEST

This request is for authorization to use computer systems for university-related activities ONLY. Responsible and ethical use is mandated in accordance with the policies of the State of North Carolina, the University of North Carolina at Pembroke and the Office of Division of Information Technology. All federal and state criminal statutes and restrictions also apply.

RESPONSIBILITIES

Program Directors are responsible for the accounts, for tracking to whom usernames are assigned, and must become familiar with policies outlined in UNCP's Appropriate Use Policy (http://www.uncp.edu/doit/policies/policy0103.html). A partial listing of violations include:

- Any communication which violates applicable laws and regulations, including harassment.
- Messages that is likely to result in loss of recipient's work or systems.
- "Chain letters" or "broadcasting" messages to lists or individuals, which could cause congestion of networks or otherwise interfere with the work of others.
- Any unauthorized use of personal accounts by individuals who are not legitimate owners or by individuals other than authorized users.
- Game playing.
- Copying or attempting to copy any software or data without authorization.

Program Directors are also responsible.

_____ _____/_____/_____

Signature (Program Director) *Date*

Division of Information Technology Use Only

System _____ Username _____

Authorization _____ Date _____/_____/_____