Student IT Acceptable Use Policy

15 October 2015

While using the seminary computing systems and resources, you must:

- Obey all federal and state laws, as well as seminary policies and procedures.
- Protect your user accounts from unauthorized use (do not share your password).
- Report attempted breaches of IT security systems to your immediate supervisor, the seminary dean, or SCS.
- Use your seminary-issued email address for seminary-related email communication.
- Log off your computer account prior to leaving a computer unattended.

And you must not:

- Use another person's system or data without authorization.
- Use another person's username and/or password.
- Attempt to bypass security software or settings in place, or otherwise gain access to resources or data to which you have no legitimate rights.
- Leave a seminary-owned portable device unattended or unsecured.
- Do anything to negatively affect the equipment's performance capabilities.
- Install software onto seminary-owned equipment; if you need an application installed for the performance of your duties, send an email to SCS (support@scs.asliconnect.com).
- Use seminary systems for commercial or political purposes.
- Store personal documents on seminary servers.

Though the seminary and SCS do not actively monitor behavior, we do reserve the right to inspect and log running processes and files saved on seminary-owned equipment. Backup copies of all documents are regularly made, so any personal documents saved to a seminary-owned device will have copies on our backup servers. By using seminary-owned equipment, you are providing the seminary permission to copy and view any such personal documents.

The seminary is not responsible for the security and preservation of personal data or possessions. We do not insure your personal possessions, and no support for personal equipment will be given except at the request of the seminary dean or the generous benevolence of SCS.

Personal computers must have a functioning and up-to-date antivirus software installed prior to connecting to the seminary network.